

2011
ANNUAL TOWN REPORT



TOWN OF ANDOVER
MASSACHUSETTS

ANNUAL TOWN MEETING – APRIL 27, 28, 2011

<u>WARRANT ARTICLE NO. & DESCRIPTION</u>	<u>ACTION TAKEN</u>	<u>ATTY. GENERAL APPROVED</u>
32. Street Acceptance – Winterberry Lane	Approved	
33. Storm Drain Improvements - \$300,000	Approved	
34. Town Building Maintenance and Renovation	Approved	
35. Zoning By-law Amendment - Dimensional Special Permit/Historic Preservation	Defeated	
36. Balmoral Fence & Masonry Repairs	Withdraw	
37. Parking Meter Replacement	Withdrawn	
38. Spring Grove Cemetery Maintenance - \$31,000	Approved	
39. Zoning By-law Amendment – OSRD Special Permit	Defeated	
40. Zoning By-law Amendment – River Road Business Overlay District	Withdrawn	
41. General By-law Amendment – Banners In General Business District	Approved	May 11, 2011
42. Water Distribution Systems Improvements - \$500,000	Approved	
43. Water & Sewer Vehicles - \$70,000	Approved	
44. WTP Variable Frequency Drive Pump - \$499,099.95	Approved	
45. Acceptance Chapter 131, Sections 27 & 28 of the Acts of 2010	Approved	
46. General By-law Amendment – Bow Hunting Ban	Defeated	

TOWN OF ANDOVER

2011 ANNUAL REPORT



PREPARED BY THE TOWN MANAGER
PURSUANT TO THE PROVISIONS OF CHAPTER 40,
SECTION 49 OF THE GENERAL LAWS OF THE
COMMONWEALTH OF MASSACHUSETTS AND
ARTICLE II, SECTION 4 OF THE GENERAL BY-LAWS OF
THE TOWN OF ANDOVER

*Annual Report Cover – Photograph by Andover resident Joe Frio
A panoramic view from Holt Hill, the highest point in Essex County, looking south towards
the Boston skyline. Holt Hill is owned by the Trustees of Reservations.*



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TOWN OF ANDOVER

Town Offices
36 Bartlet Street
Andover, MA 01810
978-623-8225
www.andoverma.gov

Dear Fellow Citizens:

In 2011, Andover said good bye to two notable employees who through their careers each had a major impact on our community. First, Tony Torrisi retired after a distinguished 32 year career as Andover's Director of Finance and Budgeting. Tony provided the financial leadership that enabled Andover to achieve and maintain the highest (AAA) bond rating. This rating which is held by less than 2% of Massachusetts communities enables Andover to borrow capital at the best interest rates thereby stretching Andover tax dollars to their fullest. Second, Joe Piantedosi retired after an extremely successful career as Andover's Director of Plant & Facilities where he was responsible for the construction and maintenance of out buildings, parks, grounds, vehicles and other assets. Joe transformed Andover's municipal maintenance functions into a world class operation by employing strong project management tools and practices, implementing energy conservation projects and applying process automation to reduce the cost of delivering maintenance services. Combined, Tony and Joe are irreplaceable leaders who have left Andover immeasurably better positioned to deliver services to our citizens both efficiently and economically.

As an example of Andover's financial strength and stability, in December, Andover refinanced \$18M of long term bonds at a historically low interest rate of 1.877% for ten years. This low borrowing rate proves the level of confidence that the financial markets have in Andover's ability to repay its liabilities. This refinanced debt resulted in the reduction of approximately \$1.4M in interest payments over the next 10 years. By lowering these interest payments that are funded from property taxes, Andover is able to stretch your tax dollars to maximize their service delivery impact.

Our Town labor unions have continued to work collectively with Town leadership to create contract agreements that are both affordable within today's economic situation and ensure the reduction of Andover's long term liabilities. In 2011, each of the Town labor unions agreed to a 1 year contract that has a zero percent salary adjustment. This action followed one year after each of those same unions agreed to return 1% of their previously agreed to salary adjustments to the Town coffers. Both of these actions were in support of the difficult economic climate that has negatively impacted both the private and public sectors over the last few years. This economic situation has impacted Andover's operating budget with fewer state revenue dollars and escalating costs such as for health insurance and energy. Given the property tax limitations of 2-1/2% annual growth, our unions agreed that it was better to keep all employee salary levels stationary to prevent the need for deep cuts to our service delivery to Andover citizens. To our labor unions – Thank you!

2011 was also a year focused on developing plans and strategies to further strengthen our municipal facilities and infrastructure. The year began with a successful debt exclusion ballot that passed the funding for the new Bancroft Elementary School construction project. As 2011

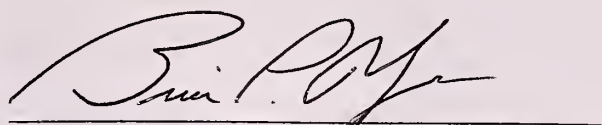
proceeded, Andover benefited from the superb work of two dedicated citizen task forces that focused on creating strategies and potential plans to replace the Andover Municipal Services Facility and the Ballardvale Fire Station. These two projects urgently require resolution in the next couple of years due to their age and severe structural and functional deficiencies. Andover closed out 2011 with a Special Town Meeting in December that saw over 2,000 registered voters participate in the discussion of whether to complement \$2.2M of private funding with \$2M of public resources to construct the Cormier Youth Center. The Special Town Meeting participants overwhelmingly supported the plan that will construct a single facility that will support multi-generational programs for our youth, seniors and other groups.

Although not new in 2011, the concepts of consolidation and regionalization were met with new vigor as the Board of Selectmen, School Committee and Finance Committee sought to find more efficient and effective ways to deliver important services. Through the years, it has become common practice for Andover to participate in regional efforts for purchasing supplies, equipment and vehicles, sharing library resources and protecting the safety and well-being of our citizens. In 2011, we joined forces with North Andover to share their sewer cleaning apparatus to enable Andover to trial this new technology and provide revenue to our neighbors to the north. Additionally, the Town and School leadership worked together to consolidate four IT departments into one and mined operational savings to hire a Chief Information Officer to oversee the new function. In support of this new function, Andover again benefitted from the expertise of our citizenry as a volunteer task force completed their multi-year effort that successfully constructed a community wide Technology Strategic Plan to improve Andover's IT infrastructure and operations.

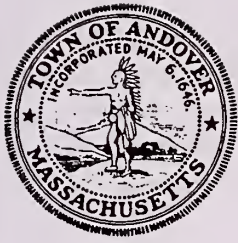
The Summer of 2011 was filled with excitement and celebration as the Andover Nationals Little League All Star Team won the Little League State Championship. This team traveled across our Commonwealth and then to Bristol, Connecticut to compete in the New England Little League Championships. They lived and played by the slogan 15=1 recognizing the importance of each player in enabling the success of the team. These young boys were heroes to their peers and simultaneously positive role models to the older generations teaching many of us how to win with humility and how to lose with dignity.

As we move into 2012, Andover will continue to benefit from the strong working relationships of the Town and School leadership and staff. Our community finds strength through the expertise of our employees and energy through the knowledge of our volunteer boards, committees and task forces. Collectively, there is no challenge that is too great for us to overcome.

I respectfully submit this correspondence on behalf of the Andover Board of Selectmen for the 2011 Annual Report.

A handwritten signature in dark ink, appearing to read "Brian P. Major", is written over a horizontal line.

Brian P. Major
Andover Board of Selectmen Chairman



TOWN OF ANDOVER

Town Offices
36 Bartlet Street
Andover, MA 01810
978-623-8225
www.andoverma.gov

To the Honorable Board of Selectmen and Citizens of the Town of Andover:

For the year 2011, the Town of Andover can best be characterized by the words “project planning” and “transitions”. There were four large scale projects in the depths of the planning process during the year. Also, there were a number of significant personnel transitions in 2011.

The four major projects in the planning phase were: the Bancroft Elementary School, Andover Youth Center, Municipal Services Facility/Town Yard and Ballardvale Fire Station.

The Bancroft Elementary School wetlands permitting process was nearly complete when several abutters appealed the Conservation Commission’s Order of Conditions to the Department of Environmental Protection (DEP). The DEP issued a Superseding Order of Conditions approving the project. The abutters also appealed the Conservation Commission’s Order under the Town’s Wetlands Bylaw to the Superior Court. The DEP and Superior Court found in favor of the Town. As the year ended, the Bancroft School Building Committee was on-hold pending any appeals by the abutters.

The Andover Youth Foundation was very busy working on the preliminary design for the Youth Center to be located behind the Doherty Middle School. A Special Town Meeting was held in early December which approved the appropriation of \$2.0M as the Town’s share of this \$4.2M center. At year’s end, the Andover Youth Center Building Committee was formed as an advisory committee to oversee the design and construction of the Youth Center.

The Town Yard Task Force issued an RFP and selected the 5 Campanelli Drive site for the relocated Town Yard/Municipal Services Facility. Negotiations are underway with the owner and preliminary plans were drafted for a proposed 57,500 square foot facility on approximately 7.5 acres.

The Ballardvale Fire Station Building Committee reviewed all available Town sites in the Ballardvale area and selected the South School site at the corner of Woburn Street and Andover Street. They also issued an RFP and received one proposal for a private lot at 270 Andover Street. Their preliminary design and related studies showed that a fire substation at either location would address the public safety needs of Ballardvale and South Andover.

The year 2011 was one of personnel transitions. On the Board of Selectmen, Paul J. Salafia was elected to replace John P. Hess who served the unexpired term of Jerry Stable, Jr. Anthony J. Torrisi retired as the Finance and Budget Director after 32 years of service. He was replaced by Donna M. Walsh. Joseph R. Piantedosi retired as the Director of the Plant &

Facilities Department. Maria B. Maggio was appointed as the Acting Director of Plant & Facilities. Christopher M. Cronin was appointed as the Acting Director of the Department of Public Works. Paul J. Puzzanghera was selected as the Chief Information Officer to head the newly-created Information Technology Department. This new department is an integration of both the Town and School IT personnel with the mission of re-vamping and modernizing the entire IT infrastructure and organization for the Town of Andover.

The Annual Town Meeting dealt with forty-seven warrant articles. The Budget was approved at \$134,827,279 and thanks go to the Board of Selectmen, Finance Committee and School Committee for reaching a consensus on the FY-2012 spending/revenue plan on a timely basis.

The Town Meeting members kept the Town green by approving two warrant articles – one to fund a feasibility study for renewable energy facilities on municipal land and the other for long-term renewable electricity contracts. Both articles will put the Town in a better position to take advantage of solar or other renewable energy initiatives that are available.

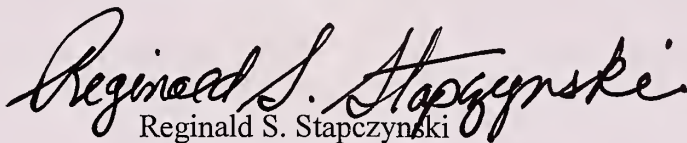
The Virginia Cole Community Service Award was presented to Robert French, the founder and director of the successful Church Basketball Program for the youth of Andover. Bob has been involved in youth basketball for 43 years as a coach, an administrator and, most importantly, as a role model who taught the “fun” of the game while building skills. The Church Basketball Program has been re-named the Bob French Basketball Program in his honor.

The report on 2011 can’t end without mentioning two significant highlights. First, the Winter of 2010-2011 was one of the snowiest on record. Andover received 92.25 inches of snow, second only to 1996 when 130 inches blanketed our Town! Second, the December Special Town Meeting was attended by 2,200 registered voters. Although this isn’t a record for attendance at an Annual Town Meeting, it certainly is one for a Special Town Meeting. A special thank you goes to Town Moderator Sheila Doherty for the calm leadership she exhibited as she conducted the official business of the meeting.

Finally, I want to thank the Selectmen, Department Heads, Town staff and volunteers for all they do to conduct the business of the Town in a professional manner. Andover would not be the great community it is without their dedication to providing world-class public service.

It is my pleasure to serve as your Town Manager.

Very truly yours,


Reginald S. Stapczynski
Town Manager

TOWN OF ANDOVER

MISSION & VALUES STATEMENT

*Developed by the
Board of Selectmen, Town Manager, and Town Department Heads
Adopted by the Board of Selectmen on October 6, 2003*

The mission of the Town of Andover is to ensure the safety, education, and well-being of the community; to be a leader in the delivery of efficient and effective quality services that respond to community needs; to promote the continuous improvement of staff skills and performance; to encourage an environment of trust; to respect cultural and economic diversity; and to preserve the historic character of the community.

The Board of Selectmen, as the chief policy makers for the Town of Andover, Massachusetts, will provide leadership in advancing the following primary and supporting values:

VALUE 1 – ENSURE THE SAFETY, EDUCATION, AND WELL-BEING OF THE COMMUNITY

- 1.1 Protect the safety of persons and property
- 1.2 Maintain the high quality of education for all
- 1.3 Maintain the Town's infrastructure
- 1.4 Promote public health programs and awareness
- 1.5 Manage the impact of non-municipal public utilities
- 1.6 Support human/community services
- 1.7 Ensure compliance with regulatory requirements
- 1.8 Identify and promote economic opportunities

VALUE 2 – BE A LEADER IN THE DELIVERY OF EFFICIENT AND EFFECTIVE QUALITY SERVICES THAT RESPOND TO COMMUNITY NEEDS

- 2.1 Deliver innovative municipal services
- 2.2 Encourage cost saving initiatives
- 2.3 Assess and prioritize community needs
- 2.4 Maintain the Town's "Aaa" bond rating

VALUE 3 – PROMOTE THE CONTINUOUS IMPROVEMENT OF STAFF SKILLS AND PERFORMANCE

- 3.1 Recruit, develop, and retain a highly skilled workforce

- 3.2 Promote and recognize municipal professionalism
- 3.3 Measure, evaluate, and improve performance

VALUE 4 – ENCOURAGE AN ENVIRONMENT OF TRUST AND HONESTY

- 4.1 Uphold high ethical standards
- 4.2 Value teamwork and cooperation
- 4.3 Promote open communication with the public
- 4.4 Solicit citizen participation
- 4.5 Recognize the outstanding contributions of citizens

VALUE 5 – RESPECT CULTURAL AND ECONOMIC DIVERSITY

- 5.1 Promote diversity in the workforce and community
- 5.2 Provide services that are accessible, fair, and equitable
- 5.3 Support housing alternatives

VALUE 6 – PRESERVE THE HISTORIC CHARACTER OF THE COMMUNITY

- 6.1 Celebrate Andover's unique heritage
- 6.2 Protect and acquire open space

THE ANDOVER VISION

As citizens of Andover, we are grateful to those in the past who nurtured the attractive, well managed, and vibrant town that we enjoy today. At the same time, we are mindful of our current stewardship and the fragile nature of much that we cherish. We have confidence that the most promising approach to the future is to acknowledge and act upon the values that we share. This is our Vision and our hopes and commitments for the Andover of the future. *Vision 21 Committee – July 26, 2004*

QUALITY EDUCATION

We will offer a rich and challenging public education that builds essential skills and knowledge that support a broad range of academic and vocational options, enable successful participation in our society and culture, and sustain curiosity and learning in a world of new and ever changing opportunities. We will cultivate the public library as a resource for lifelong learning and enrichment and as facilitator for the flow of information throughout the community. We will find ways to protect the quality of these institutions through fluctuating economic cycles.

OPEN SPACE AND RECREATION

We will continue to acquire and protect open space as a crucial natural resource that helps to maintain the character of the town, offers access to both active and passive recreation, and provides an important natural system for water recharge, flood control, and wildlife habitat.

VIBRANT DOWNTOWN

We will maintain our downtown as an attractive and vibrant center with a mix of commercial and public activities, historical elements, and parks. We will use permits, zoning guidelines, and planning approvals to attract and keep pedestrian-friendly street-level enterprises.

SMALL-TOWN CHARACTER

Even as the Town continues to grow, we will actively seek to identify and preserve those elements — town layout and scale, central focus, community-wide activities, respect for historical structures, and residential mix that give Andover its small-town character.

CITIZEN PARTICIPATION

We will govern ourselves in a manner that encourages participation by all, that consistently provides adequate information for making informed choices, and that acts to preserve our investment and the interests of the community as a whole. We will acknowledge the needs of others and consider compromises that are in the best interest of the Town and region.

HISTORICAL HERITAGE

We will maintain strong and consistent zoning that protects historic buildings and places, and we will support the institutions that protect and promote Andover's historical heritage.

CULTURAL DIVERSITY

We will be respectful of Andover's many races, ethnicities, religious beliefs, and lifestyles. We will facilitate public events that celebrate diversity and provide opportunities for sharing cultural traditions. As a community, we will not tolerate acts of hatred or persecution.

FINANCIAL STABILITY

We will follow prudent financial practices that balance consistent high-quality services, private vs. public responsibility, stable tax rates, and responsible levels of debt. We will set ambitious goals but live within our means. In making financial decisions, we will include an understanding of long-term costs and consequences, particularly to the environmental integrity of the Town. We will consider regional partnerships that offer more effective and economical options, and we will manage the impact of our decisions on property values relative to similar communities.

HEALTHY AND SAFE ENVIRONMENT

We will protect public health and safety through careful monitoring and enforcement of environmental, health, and safety regulations and by continuing to provide effective and responsive fire and police protection and beneficial public health services.

MANAGEMENT OF NATURAL RESOURCES

We will manage and protect our natural resources, particularly water, in a manner that acknowledges our responsibility to future generations and to other communities that share those resources. We will monitor air quality and take measures to mitigate negative effects of emissions from vehicles, regional incinerators, and industrial facilities.

TOWN SERVICES

We will provide effective and efficient services that build and maintain Town infrastructure, handle Town business, and assist citizens. We will use technology to facilitate interdepartmental communication and efficiency, and to provide public access to Town information.

HUMAN SERVICES

Through our department of community services, other Town programs, and religious institutions, we will sponsor services and programs, facilities, outreach, and recognition to veterans, seniors, youth, and the disabled or disadvantaged among us. We will foster connections among all citizens to help us to appreciate, learn from, and support one another.

TRANSPORTATION

We will monitor changing commuting patterns and side-effects on air and water quality, noise, and traffic. We will work within the region to strengthen opportunities for regional transit, rail travel, commuter buses, and improved connections with mass transit hubs. We will seek solutions to local needs for downtown and commuter parking, for safe and efficient traffic flow, and for shuttle service to local facilities and services. We will encourage foot and bicycle travel as an alternative to automobiles, whenever feasible.

COMMUNITY DEVELOPMENT PLAN

Background – In January 2000, the Governor issued Executive Order 418 providing cities and towns with \$30,000 to create a Community Development Plan (CDP) to address the state's critical housing need while simultaneously balancing economic progress, transportation issues and open space preservation. The CDP's purpose is to encourage people to think about what is best for the whole community now and in the future. The Department of Housing and Community Development approved Andover's CDP in December 2004. As a result, Andover continues to be eligible for state funding and competitive grants. The Town will also use the Plan's conclusions to update the corresponding four sections in the 1992 Master Plan.

Introduction – The Town of Andover is faced with several challenges: 1) Housing has become less affordable for those who want to live and work, or simply to remain, in Andover; 2) Andover must remain economically competitive to maintain a stable tax base; 3) Limited funding and the continuous development of substandard parcels impede the preservation of open space; and 4) Residential, commercial, and industrial development at the local and regional levels has dramatically increased traffic. The foundation of the CDP is the Andover Vision Statement. The Vision provides a framework for decision-making by Town officials and citizens. Where elements of this Plan differ from the Vision, implementation must involve balance and compromise, weighing the various inputs according to their proportionate value.

Economic Development Element – Andover has a strong local economy that was created through properly designed land uses, strong planning, and good positioning. In order to be competitive in the changing economy, it is recommended that the Town proceed with the following economic strategies: 1) Create a new management and marketing organization or committee that focuses on local business interests while utilizing the marketing skills of regional organizations; 2) Consider adopting zoning bylaw amendments that encourage a diverse mix of high quality/low impact industries and allow the development and redevelopment of existing parcels; 3) Improve infrastructure and programs that create access to industrial land and reduce congestion on local roads; and 4) Seek partnerships with Andover's business community.

Housing Element – Over time, the enhanced economy has provided a tax base that created first-rate town services, including a high-quality school system, and funding for open space preservation. The result is increased demand for the remaining land. Housing costs have outpaced the region and the nation over the past ten years. Due to Andover approaching its build out, greater care is needed in planning for future land development. Unless measures are taken to protect and increase

Andover's housing supply, there is a danger that people who were raised here and who work here, will no longer be able to afford Andover. The solution is coordinated expansion of opportunities for different market segments, gradually reducing pressure and opening new options. Suggested recommendations: 1) Keep designated affordable housing units in perpetuity; 2) Provide outreach to seniors and encourage elderly housing developments; 3) Establish a housing trust fund; and 4) Encourage zoning bylaw regulations that reuse old, industrial buildings for residential uses, maintain a mix of housing stock, preserve neighborhoods and promote new development to be moderate in scale.

Open Space Element – The value of land in Andover has become so high; almost every parcel now in private hands is vulnerable to housing or commercial development within the next few decades. The need to protect critical open space areas is necessary to protect Andover's small town character, provide recreational opportunities, and continue wise management of natural resources. Suggested recommendations: 1) Acquire undeveloped portions of watershed or protect it through regulations; 2) Encourage developers to design subdivisions that protect critical areas and provide open space parcels and connections to conservation land; 3) Establish alternative linkages and trails; 4) Develop a management plan for town-owned conservation properties, and budget annually for maintenance of conservation areas; 5) Encourage volunteer efforts to promote proper use and maintenance whenever possible; and 6) Seek funding mechanisms to assist in continued acquisition of prioritized undeveloped land.

Transportation Element – Andover's transportation system supports businesses and residences and connects Andover to neighboring towns and the regional interstate system. Although Andover has an excellent road system, there are issues that need attention. Over time, commercial, industrial, and residential development has increased the number of vehicles and the frequency of use into unaccustomed neighborhoods. Suggested recommendations: 1) Support high-speed transit systems that will link Andover with other areas of the Commonwealth and New England; 2) Support improvement of the Merrimack Valley Regional Transportation Authority's flexible design service along with expansion of days and hours of service; 3) Repair or replace the inadequate bridges; 4) Increase bicycle use by providing a range of options; 5) Improve access and management of the River Road and Dascomb Rd. areas to create more efficient traffic flow and allow existing industrial land to be effectively developed; 6) Promote zoning and land use regulations that are consistent with the region's transportation goals; and 7) Build new access from I-93 to Burt Road and Lowell Junction to allow existing industrial land to be developed and decrease vehicle trips on neighborhood roads.

RESULTS SUMMARY

2008 ANDOVER CITIZENS SURVEY

Community Life Summary

Andover is rated as an excellent place to live and raise children, with 97% and 96% of respondents rating the town as excellent or good in these two categories respectively. Overall quality of life received a 90% excellent/good rating. The areas of weakness appear to be shopping and dining (40% rate this as fair), and place to retire (54% rate this as fair or poor). In addition, a quarter of respondents indicated they were unsure about quality of Andover as a place to retire.

Andover receives high marks for safety and appearance, with 96% of respondents rating it as excellent or good in terms of feeling safe, and 90% rating its overall appearance as excellent or good. Public transportation and range of housing options received the lowest overall ratings. Violent crime is not perceived as a problem in Andover, with 76% of respondents strongly disagreeing and 19% somewhat disagreeing it's an issue of concern. On the other hand, property crime and vandalism (though not graffiti) are seen as more relevant problems in the community. Overall, most of the potential problems that respondents were asked about did not seem to be major issues of concern. The one exception to this generalization appears to be automobile speeding, where half of the respondents strongly or somewhat agreed that this is a problem issue.

Andover's public schools are seen as one of the most attractive features of the community, with three quarters of the respondents rating it as essential or very important in their decision to move to and/or stay in Andover. Town services, location, and property values were also rated as extremely important in attracting respondents to Andover and keeping them here.

There is a strong consensus that Andover's stock of single family housing is appropriate for the community, with 85% rating it as just about right. Opinion on the amount of multi-family and rental housing is more divided, with approximately 20% of residents feeling there is too much of these types of housing, and another 20% feeling there is not

enough. Only 1% of residents feel there is too much open space/farmland, while a substantial number (40%) feel there is not enough of this type of property in Andover's current mix.

Local Government Summary

Andover is a town where levels of voting and community engagement are high. In terms of civic and community participation, voting rates are much higher than rates of attendance at Town Meeting. Almost 90% of respondents said they had voted at least once in the past twelve months, while only 40% claimed to have attended the Annual Town Meeting. In a separate question, 43% of respondents reported attending Town Meeting at least once in the past three years. In addition, large numbers of residents attend town events (76%), donate money to local groups (78%), and shop in the downtown district (95%) at least once a year.

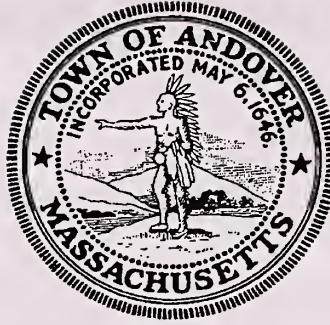
Most of the Town's services were ranked positively, with nearly all being rated at excellent or good by at least 70% of survey respondents. Superior services (with excellent/good scores in the 90+ range) were: schools, police, fire, EMS, trash collection, recycling, library services, parks, and handicapped access. Services that received less positive ratings were: street repair/maintenance, sidewalk maintenance, public parking availability, and public transportation, which were ranked as fair or poor by 45-50% of citizens.

Contact with town officials was rated very positive, with 85% of survey respondents ranking their experience as excellent or good across all criteria.

The Andover Townsman and word of mouth are the primary sources of local news and information for residents, with over 80% of residents reporting they use these sources at least occasionally to keep up on local town news. Electronic media, including newspaper websites, the town website, other websites or blogs, local access television, and email networks, were less frequently used by respondents as a source of local news.

TOWN OF ANDOVER DEPARTMENT/DIVISION HEAD DIRECTORY

Chief Information Officer	Paul J. Puzzanghera
Community Development & Planning Department	
Director of Health	Thomas G. Carbone
Director of Planning	Paul T. Materazzo
Director of Conservation	Robert J. Douglas
Inspector of Buildings	Kaija M. Gilmore
Electrical Inspector	Paul J. Kennedy
Plumbing, Gas & Sewer Inspector	Darren J. Dibartolomeo
Community Services Director	Mary L. Montbleau
Elder Services Director	Katherine D. Urquhart
Emergency Management Director	Police Chief Brian J. Pattullo
Finance and Budget Department	
Finance Director	Donna M. Walsh
Chief Assessor	David A. Billard
Collector/Treasurer	David J. Reilly
Purchasing Agent/Insurance Coordinator	Elaine M. Shola
Fire Chief	Michael B. Mansfield
Human Resources Director	Candace A. Hall
Plant and Facilities Department	
Acting Director	Maria B. Maggio
Superintendent of Building Maintenance	Edward S. Ataide
Superintendent of Parks and Grounds	Randy H. Pickersgill
Superintendent of Plumbing, Heating and Electrical	Ralph D. Knight
Police Chief	Brian J. Pattullo
Operations Commander	Lt. James D. Hashem
Public Works Department	
Acting Director	Christopher M. Cronin
Highway Superintendent	Christopher M. Cronin
Superintendent of Water & Sewer Distribution	Morris B. Gray
Town Engineer	Brian W. Moore
Memorial Hall Library Director	Beth Mazin
Superintendent of Schools	Dr. Marinel D. McGrath
Town Accountant	Rodney P. Smith
Assistant Town Accountant	Theodora K. Moccia
Town Clerk	Lawrence J. Murphy
Assistant Town Clerk	Kathleen F. McKenna
Town Counsel	Thomas J. Urbelis
Town Manager	Reginald S. Stapczynski
Assistant Town Manager	Steven S. Bucuzzo
Veterans Services Agent	Michael Burke
Youth Services Director	William D. Fahey



DIRECTORY OF TOWN OFFICIALS
AS OF DECEMBER 31, 2011

ELECTED

BOARD OF SELECTMEN

Brian P. Major, Ch.	- 2012
Mary K. Lyman	- 2014
Alex J. Vispoli	- 2013
Ted E. Teichert	- 2012
Paul J. Salafia	- 2013

SCHOOL COMMITTEE

Ann W. Gilbert, Ch.	- 2012
Paula Colby-Clements	- 2013
Richard J. Collins	- 2013
David A. Birnbach	- 2012
Dennis F. Forgue	- 2014

ANDOVER HOUSING AUTHORITY

James A. Cuticchia, Ch.	- 2014
Francis A. O'Connor	- 2015
Janice Burkholder	- 2013
Daniel T. Grams	- 2016
Calvin A. Deyermond*	- 2016

* Appointed by Cabinet Secretary of Executive
Office of Communities and Development

**GREATER LAWRENCE TECHNICAL
SCHOOL DISTRICT COMMITTEE**

Leo J. Lamontagne, Ch., Lawrence	- 2014
Marilyn M. Fitzgerald, Andover	- 2012
Kenneth A. Henrick, Methuen	- 2014
Abel Vargas, Lawrence	- 2014
Denise L. Perrault, Lawrence	- 2014
Thomas Grondine, Methuen	- 2014
Frank A. Rossi, North Andover	- 2014

TRUSTEES OF PUNCHARD FREE SCHOOL

Earl G. Efinger, Ch.	- 2012
John H. Atchison, Jr.	- 2012
Deborah K. Moskal	- 2012
Donna C. Ellsworth	- 2012
Dr. Eric Stubenhaus	- 2012
Rev. John Zehring	
Rev. Jeffrey S. Gill	
Rev. Tom McMillan	

TOWN MODERATOR

Sheila M. Doherty	- 2012
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CORNELL FUND TRUSTEES

Richard J. Bowen	- 2014
Calvin G. Perry	- 2013
Eleferios (Ted) J. Georgian	- 2012

APPOINTED

TOWN MANAGER – REGINALD S. STAPCZYNSKI

BOARD OF ASSESSORS

Dennis M. Adams - 2012
David A. Billard - 2013
Lewis C. Trumbore - 2012

BALLARDVALE FIRE STATION BLG. COMM.

Daniel S. Casper, Ch. - 2014
James T. Curtis - 2014
George Thomson - 2014
Michael Igo - 2014
John J. Kiely - 2014
Dena L. Carbone - 2014
Rebecca A. Backman - 2014

CABLE ADVISORY COMMITTEE

Zeff Marusich - 2012
John B. Flynn - 2013

CONSERVATION COMMISSION

Donald D. Cooper, Ch. - 2014
Jon M. Honea - 2013
Kevin J. Porter - 2013
Alexander Driscoll - 2012
Floyd S. Greenwood - 2014
Michael Walsh - 2012
Frances M. Fink - 2012

CONTRIBUTORY RETIREMENT BOARD

James A. Cuticchia, Ch. - 2014
Robert J. O'Sullivan, Esq.* - 2014
Elena M. Kothman - 2013
Anthony K. Stankiewicz, Esq. - 2014
Rodney P. Smith, Ex-Officio
* Town Manager's appointment

COUNCIL ON AGING

Donald W. Robb, Ch. - 2013
Stuart C. McNeil - 2013
Kathleen M. Devanna - 2014
Ann M. O'Sullivan - 2012
Ann M. Grecoe - 2013
Michael E. Basile, Jr. - 2014
Margaret V. O'Connor - 2013
Joan M. Fox - 2013
Edward M. Medeiros - 2013
Tracey M. Meech - 2013

AUDIT COMMITTEE

Paul C. Dow, Ch. - 2013
Robert E. Finneran - 2012
Steven G. Caron - 2014
Steven S. Sintros - 2012
Kathleen O. Sherman - 2014

BALLARDVALE HISTORIC DISTRICT COMM.

James L. Sheldon, Ch. - 2013
Diane R. Derby - 2014
Ronald J. Abraham - 2012
Madelyn I. Mitton - 2012
Leo M. Greene - 2012
Jessica L. Roberts - 2014
David J. Hart - 2013
Joanna L. Reck* - 2014

*Alternate Member

COMMISSION ON DISABILITY

Madelaine St. Amand, Acting Ch. - 2012
Justin J. Coppola, Jr. - 2013
Stephen W. Surette - 2014
Patricia A. Commane - 2014
Bernadette L. Lionetta - 2013
Jami G. Cope - 2013
Julie E. Pike - 2013
Ruth A. Rosensweig - 2014

CULTURAL COUNCIL

Denise J. Johnson, Ch. - 2012
Donald W. Robb - 2012
Linda A. Kirk - 2013
Judith T. Farzan - 2014
Leslie Seaton Malis - 2013
Kathy S. Abisso - 2014
Kathleen M. Dolan - 2013

DESIGN REVIEW BOARD

Craig D. Gibson, Ch. - 2014
Ann E. Constantine - 2013
Suzanne L. Korschum - 2014
Anita M. Renton - 2013
Eric I. Daum - 2012

DIR. OF EMERGENCY MANAGEMENT

Police Chief Brian J. Pattullo

ELDERLY TAX AID COMMITTEE

David J. Reilly, Ch.	- 2014
Michael Burke	- 2014
Klaus B. Lasch	- 2014

FRANCISCAN HOUSING OVERLAY**DISTRICT TASK FORCE**

Jo-Ann Deso	- 2014
Madelaine St. Amand	- 2014
Mary Garrity Cormier	- 2014
Charles R. Kendrick, Jr.	- 2014
James R. Lightburn, Jr.	- 2014
Peter J. Morris	- 2014
Arthur Friedman	- 2014

GREEN ADVISORY BOARD

Gregory M. Sebasky, Ch.	- 2012
Patricia C. Russell	- 2012
Iric L. Rex	- 2012
Melanie A. Cutler	- 2014
Girish S. Rao	- 2013
Brian O. Salazar	- 2013
Anil V. Navkal	- 2014
Jonathan C. Unger	- 2012
Thomas M. Parrill	- 2014

HOUSING TRUST FUND TRUSTEES

Joan Duff, Ch.	- 2013
Linda A. O'Connell	- 2013
Carolyn Hall Finlay	- 2013
Janice Burkholder	- 2013
Charles W. Wolf	- 2012
Reginald S. Stapczynski	- 2012

MEMORIAL HALL LIBRARY TRUSTEES

Karen M. Herman, Ch.	- 2014
Carolyn A. Fantini	- 2013
Laurence J. Lamagna	- 2012
Matthew L. Russell	- 2013
John P. Hess	- 2012
Stefani M. Traina	- 2014
Anthony J. Straceski	- 2012

PLANNING BOARD

Joan H. Duff, Ch.	- 2014
John J. McDonnell	- 2013
Vincent A. Chiozzi, Jr.	- 2013
Linn N. Anderson	- 2014
James D. Doherty, Jr.	- 2012
Eric W. Macaux – Assoc. Member	- 2014

FINANCE COMMITTEE*

S. Jon Stumpf, Ch.	- 2013
Joanne F. Marden	- 2012
Gregory J. Rigby	- 2012
Cynthia J. Milne	- 2014
Paul Fortier	- 2014
Margaret N. Kruse	- 2012
Mark Merritt	- 2013
Mary O'Donoghue	- 2013
Daniel H. Kowalski	- 2014

*Appointments made by the Town Moderator

BOARD OF HEALTH

Candace Martin, Ch.	- 2013
Katherine Y. Kellman	- 2014
Dr. Donald Miller	- 2012

HOUSING PARTNERSHIP COMMITTEE

Lelani B. Loder, Ch.	- 2014
Francis A. O'Connor	- 2014
Vinod K. Bhandari	- 2013
Gail L. Ralston	- 2012
Jonathan D. Fuller	- 2014
Ann T. Cobleigh	- 2013
Edward J. Smith	- 2012
Kevin M. Cuff	- 2014

LOWELL JCT. INTERCHANGE TASK FORCE

Christian C. Huntress, Ch.	- 2014
Kerry P. O'Kelly	- 2014
Beth A. Neimi	- 2014

PATRIOTIC HOLIDAY COMMITTEE

Calvin A. Deyermund, Ch.	- 2012
Veterans Services Agent Michael Burke	- 2012
Fire Chief Michael B. Mansfield	- 2012
John J. Lewis	- 2012
Robert S. Hamilton	- 2012
James F. Bedford	- 2012
Susan W. Ratyna	- 2012
Stephen H. Wallingford	- 2012
R. Scott Parrish	- 2012
Calvin G. Perry	- 2012
Kevin P. Bibeau	- 2012
Barbara H. Hillman	- 2012

INSPECTOR OF ANIMALS

Richard B. Lindsay, DVM	- 2012
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VETERANS SERVICES AGENT

Michal Burke	- 2012
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PRESERVATION COMMISSION

Karen M. Herman, Ch.	- 2012
Arnold W. Dyer, Jr.	- 2013
James S. Batchelder	- 2012
Leslie A. Frost	- 2014
Leo M. Greene	- 2013
Joanna L. Reck	- 2014
Craig D. Gibson	- 2013

BOARD OF REGISTRARS

Ronald C. Hajj	- 2012
Gerald F. Gustus	- 2014
William T. Downs	- 2013

SCHOOL BUILDING COMMITTEE

Thomas R. Deso, Ch.	- 2014
Francine Goldstein	- 2014
Dr. Marinel McGrath	- 2014
Joseph J. Reilly	- 2014
Annie W. Gilbert	- 2014
Maria B. Maggio	- 2014

TOWLE FUND TRUSTEES

Christopher S. Doherty, Ch.	- 2013
Jane Morrissey	- 2012
Randall L. Hanson	- 2012

TRIAD COUNCIL

Richard Tyler, Ch.	- 2012
Ethel A. Olsen	- 2012
John L. Howard, Jr.	- 2012
Nancy A. Bailey	- 2012
Dorothy L. Bresnahan	- 2012
Deborah A. LaPointe	- 2012
Mary Joyce Kernan	- 2012
Russell D. Ouellette	- 2012

ZONING BOARD OF APPEALS

Stephen D. Anderson, Ch.	- 2014
Nancy K. Jeton	- 2012
Carol C. McDonough	- 2013
Lynne S. Batchelder	- 2013
David W. Brown	- 2014
Rachel Baime – Associate Member	- 2013
Shelley Ranalli – Associate Member	- 2012
Christopher J. Matey – Assoc. Member	- 2014
Phillip L. Boness – Associate Member	- 2012

MERR. VALLEY PLANNING COMMISSION

Joan H. Duff	- 2012
John J. McDonnell, Alternate Member	- 2012

RECYCLING COMMITTEE

Michael W. Elmer	- 2013
Alanna M. McKee	- 2013
Donald H. Gottfried	- 2013
Eleanor A. Storch	- 2013
Keith M. Saxon	- 2012
William J. Stearns, III	- 2014

SCHOLARSHIP COMMITTEE

David J. Reilly	- 2012
Janis J. Hill	- 2012
Rosalie F. Konjoian	- 2012
Dr. Eric Stubenhaus	- 2012
Joan H. Duff	- 2012
Elizabeth M. Roos*	- 2012

* Superintendent of Schools Appointee

SPRING GROVE CEMETERY TRUSTEES

John S. Bigelow, Ch.	- 2014
Charles Heseltine	- 2014
Arthur H. Richter	- 2012
Sandra L. Dearborn	- 2013
Jennifer B. Smith	- 2013

TOWN YARD TASK FORCE

Richard S. Feldman, Ch.	- 2012
David J. Wahr	- 2012
William T. Bride, Jr.	- 2012
Stephen E. Cotton	- 2012
Norman J. Viehmann	- 2012
David O. Nelson	- 2012
Paul T. Materazzo	- 2012

FOREST WARDEN

Fire Chief Michael B. Mansfield	- 2012
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GR. LAWR. COMM. ACTION COUNCIL

Edward J. Starr, Esq.	- 2014
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GR. LAWR. SANITARY DISTRICT REP.

Morris B. Gray, Jr.	- 2012
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KEEPER OF THE LOCKUP

Police Chief J. Pattullo	- 2012
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MBTA ADVISORY BOARD

Katherine K. O'Neil	- 2013
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MERR. VALLEY REG. TRANSIT AUTHORITY

Planning Director Paul T. Materazzo	- 2012
Senior Planner Lisa Schwarz	- 2012

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HOW TO REACH YOUR FEDERAL & STATE ELECTED OFFICIALS

* * * * *

United States Senators:

The Honorable Scott P. Brown (R)
2400 John F. Kennedy Federal Building, 15 New Sudbury Street, Boston, MA 02203
617-565-3170
317 Russell Senate Office Building, Washington, DC 20510
202-224-4543
www.scottbrown.senate.gov

The Honorable John F. Kerry (D)
One Bowdoin Square, 10th Floor, Boston, MA 02114
617-565-8519
218 Russell Senate Office Building – 2nd Floor, Washington, DC 20510
202-224-2742
www.Kerry.senate.gov/contact/email.cfm

United States Representative:

The Honorable Niki S. Tsongas (D)
Fifth Congressional District
11 Kearney Square, Lowell, MA 01852
978-459-0101
1607 Longworth HOB, Washington, DC 20515
202-225-3411
askniki@mail.house.gov

State Senator:

Barry R. Finegold (D)
Second Essex & Middlesex District
State House, Room 424, Boston, MA 02133
617-722-1612
Barry.finegold@masenate.gov

State Representatives:

Paul Adams (R)
Second Essex & Middlesex District (Andover Precincts 2, 3, 4, 5, 6 & 9)
State House, Room 39, Boston, MA 02133
617-722-2014
Paul.adams@mahouse.gov

James J. Lyons, Jr. (R)
Eighteenth Essex District (Andover Precincts 1, 7 & 8)
State House, Room 39, Boston, MA 02133
617-722-2014
James.lyons@mahouse.gov

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HOW TO REACH THE BOARD OF SELECTMEN

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Board of Selectmen:

Brian P. Major, Chairman
11 Odyssey Way
978-470-3428
bmajor@andoverma.gov

Mary K. Lyman, Vice Chairman
50 School Street
978-470-2685
mlyman@andoverma.gov

Ted E. Teichert
5 Dufton Road
978-475-1087
tteichert@andoverma.gov

Paul J. Salafia
283 South Main Street
978-475-3462
jhess@andoverma.gov

Alex J. Vispoli
7 Alison Way
978-475-7661
avispoli@andoverma.gov

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HOW CAN WE HELP YOU?

* * * * *

Mailing Address: Town Offices, 36 Bartlet Street, Andover, MA 01810

Business Hours at the Town Offices: 8:30 A.M.–4:30 P.M. Monday–Friday
(Comm. Dev. & Planning–8:00 A.M.–3:00 P.M.)

Telephone Numbers:

POLICE/FIRE-RESCUE–EMERGENCY	911
Fire-Rescue–Business	978-623-8466
Police Department–Business	978-475-0411
Town Manager	978-623-8225
DCS Classes & Activities	978-623-8273/8274
Department of Public Works	978-623-8350
Department of Public Works–Highway Division	978-623-8426
Human Resources Office	978-623-8530
Memorial Hall Library	978-623-8400
Senior Center	978-623-8321
Superintendent of Schools	978-623-8501

Andover's Home Page: <http://www.andoverma.gov>

Memorial Hall Library's Home Page: <http://www.mhl.org>

Andover's Population: 31,711

Square Miles: 32

Number of Acres: 19,900

275 parcels totaling 1,970.24 acres controlled by the Conservation Commission–
13 parcels have Conservation easements and 46 parcels have Conservation Restrictions
1,100 acres owned by A.V.I.S.
889 acres owned by Commonwealth–Harold Parker State Forest

Town Meeting and Election: Town Election is held the fourth Tuesday of March.
Annual Town Meeting is generally held four weeks following the Town Election.

Voter Registration Information: Call Town Clerk's Office at 978-623-8255

Andover's Tax Rate: \$14.15–Residential and Open Space
\$23.54–Commercial/Industrial & Personal Property

When are Taxes Due: Taxes are due quarterly on the following dates:
August 1st–November 1st–February 1st–May 1st

Excise Tax Information: Call the Assessor's Office at 978-623-8264

Recycling Information:

Questions: Call the Department of Public Works at 978-623-8350 ext. 515

Curbside Pick-up: Every other week – place curbside by 7:00 A.M. on your pickup day. Single Stream recycling is now available. Recyclable material inclusive of glass (all colors, steel & tin cans, aluminum containers and #1 through #7 plastics. Recyclable paper products include: newspapers, magazines, junk mail, office paper, paperboard (cereal & cracker boxes – liners removed) and corrugated containers. Cardboard – please break down, flatten and fold boxes, cartons & other pieces of cardboard into 4'x4'x2' bundles – then tie or tape them together and place next to your bin.

Complaints/Information: Call Integrated Paper Recyclers at 1-800-933-3128, the Department of Public Works at 978-623-8350 ext. 515 or e-mail at dpw-business@andoverma.gov.

Compost Site: Bald Hill Compost Site – High Plain Road. Permit is required for the disposal of leaves, grass clippings and green garden waste or to pick up compost. Clippings must be removed from container used to transport for dumping. Fines will be assessed for illegal dumping. Please visit www.andoverma.gov/compost for the days and times site is open, how to obtain a permit, the fees and the permit requirements for use of the site or call the Plant & Facilities Department at 978-623-8280.

Trash Collection Information:

Curbside Pickup: Every week – place curbside by 7:00 A.M. on your pickup day. Household rubbish is limited to 4 bags or barrels or the equivalent of 135 gallons maximum per residence. One bulky item is allowed per week in addition to household trash.

Complaints or Inquiries: Call Allied Waste Republic Services at 1-800-442-9006, the Department of Public Works at 978-623-8350 ext. 515 or e-mail at dpw-business@andoverma.gov.

How to Dispose of an Appliance: Appliances can no longer be left curbside – their disposal is the homeowner's responsibility. A list of private disposal options may be found in the "Recycling and Trash Guide for Residents" at www.andoverma.gov.

Pothole or Snow Removal Complaint: Call the Highway Division at 978-623-8426

Pothole Claims: Must submit a letter to the Town Manager's Office within thirty days of the date of the incident attaching copies of invoices for expenses incurred or contact the office at 978-623-8225 with any questions.

Where to Inquire About or Obtain Licenses & Permits:

Ballfield Permits & Rentals	Facilities Coordinator	978-623-8450
Birth Certificate	Town Clerk's Office	978-623-8255
Building Permits (construction, plumbing, gas, electrical)	Building Division (Office Hours: 8:00 A.M. – 10:00 A.M.)	978-623-8301
Business Certificate	Building Division and Town Clerk's Office	978-623-8301 978-623-8255
Compost Site Permit	Plant & Facilities Dept.	978-623-8280
Death Certificate	Town Clerk's Office	978-623-8255
Dog License	Town Clerk's Office	978-623-8255
Fields Rental	Facilities Coordinator	978-623-8450
Fishing & Hunting License	Town Clerk's Office	978-623-8255
Food Service License	Health Division and/or Town Clerk's Office	978-623-8295 978-623-8255
Liquor License (Annual or One-Day)	Town Clerk's Office	978-623-8255
Marriage License	Town Clerk's Office	978-623-8255
Open Air Burning Permit	Fire Department	978-623-8307 or 623-8343
Passports	Town Clerk's Office	978-623-8255
Smoke Detector Permit	Fire Department	978-623-8307 or 623-8343
Street Opening Permit	Dept. of Public Works	978-623-8350
The Park Rental	Town Manager's Office	978-623-8225
Town House Rental	Facilities Coordinator	978-623-8450
Zoning Bylaw Variance	Building Division and/or Board of Appeals Office	978-623-8301 978-623-8315

FORTY-SIXTH ANNUAL FOUNDERS' DAY – MAY 5, 2011

FOUNDERS' DAY WAS ESTABLISHED BY THE BOARD OF SELECTMEN IN 1965 TO MARK THE DATE OF THE TOWN'S INCORPORATION – MAY 6, 1646 – AND TO HONOR SCHOOL AND TOWN EMPLOYEES WITH TEN OR MORE YEARS OF DEDICATED SERVICE TO THE CITIZENS OF THE TOWN OF ANDOVER.

TOWN DEPARTMENTS

35 Years of Service:

Kevin J. Hale, Highway Department

Donald Swenson, Highway Department

30 Years of Service:

Morris B. Gray, Public Works

Donna R. Morse, Elder Services

Brian J. Pattullo, Police Department

Dennis J. Lane, Police Department

John N. Pathiakos, Police Department

25 Years of Service:

Marion E. Aziz, Elder Services

Joseph P. Cahill, Fire Rescue

Colleen A. Currier, Accounting

Albert G. DelDotto, Fire Rescue

James D. Hashem, Police Department

Barbara D. Morache, Information Systems

Clifford J. Pattullo, Fire Rescue

Eric J. Teichert, Fire Rescue

Cecelia K. Blais, Police Department

Sandra A. Cassano, Town Manager's Office

Laura J. DeGroot, GIS Coordinator

Daniel N. Guillet, Fire Rescue

James S. Misenti, Public Works

James R. Moses, Police Department

Dennis H. Sullivan, Fire Rescue

Mark L. White, Plant & Facilities

20 Years of Service:

Alan D. Carifio, Public Works

Rita Marconi, Human Resources

15 Years of Service:

Margaret B. Batcheller, Comm. Services

Robin L. Cataldo, Police Department

Timothy M. Hagerty, Police Department

Brian Landry, Fire Rescue

Paul T. Materazzo, Planning Division

Kimberly A. Stamas, Community Services

Glenn E. Wilson, Youth Services

William T. Bruner, Dispatch

Christine M. Collins, Library

Michael J. Kirk, Information Systems

Leo P. Lynch, Plant & Facilities

Joseph R. Piantedosi, Plant & Facilities

Scott G. Weightman, Fire Rescue

10 Years of Service:

Brian T. Blouin, Police Department

Jeffrey P. Condon, Fire Rescue

Jeffrey B. Gaunt, Fire Rescue

Linda A. Lambert, Elder Services

Shawna M. McCloskey, Elder Services

Steven S. Bucuzzo, Town Manager's Office

Salvatore J. DeNaro, Fire Rescue

Lisa M. Schwarz, Planning Division

John M. Maloney, Plant & Facilities

Francisco Melendez, Elder Services

TOWN DEPARTMENTS

10 Years of Service (Cont.):

Jane Morrissey, Health Division
David A. Plummer, Highway Division
Patrick F. Robb, Police Department
John D. Teichert, Dispatch

David P. Ouellette, Plant & Facilities
Terrence A. Retelle, Fire Rescue
Joseph E. Sgrosse, Plant & Facilities
Jerome A. Welch, Public Works

SCHOOL DEPARTMENTS

40 Years of Service:

Cynthia H. Abraham, Business Office
Katherine V. Iworsley, High Plain Elementary

Kerry A. Costello, Andover High

35 Years of Service:

Charles D. Croteau, Sanborn Elementary

Diane M. Stefanelli, West Elementary

30 Years of Service:

Theresa E. Palardy, Doherty Middle

Eileen M. Jones-Shaw, High Plain Elem.

25 Years of Service:

Joyce N. Cullen, West Elementary
Dolores E. Dunning, Andover High
Dolores A. Laughlin, West Middle
Nancy P. Walke, Doherty Middle

Leslee S. Demers, Food Services
Patricia A. Hajj, South Elementary
Thomas E. Meyers, Andover High
Evelyn C. Wrobel, West Elementary

20 Years of Service:

Nancy D. Lundgren, Sanborn Elementary
Mary E. Routhier, South Elementary

Peter Otis, High Plain Elementary
Patricia A. Spring, High Plain Elementary

15 Years of Service:

Roger L. Bachand, Technology
Constance M. Barber, South Elementary
Marjorie B. Britton, Shawsheen Elementary
Susan A. Choquette, Andover High
James G. Gioia, West Elementary
Lynne J. Gorrie, Food Services
Ann M. Kirwin, West Elementary
Kim K. Lieberman, Wood Hill Middle
Kenneth E. Matteucci, Doherty Middle
Deborah A. Navarro, Bancroft Elementary
Stephanie L. Ragucci, Andover High
Stephen J. Sanborn, Andover High
Raymond C. Tode, Technology
Jonathan S. Wachs, Andover High

Michelle L. Baer, West Middle
Patricia I. Barrett, Sanborn Elementary
Deidre R. Carty, High Plain Elementary
Ellen P. Gaudiano, Andover High
Cynthia R. Girard, High Plain Elementary
Nancy E. Hood, West Elementary
Siv Berg Kremer, High Plain Elementary
Carol S. Martini, Andover High
Jean A. Murphy, Sanborn Elementary
Cynthia A. Pilla, Andover High
Denise F. Russell, Doherty Middle
Mary-Beth Smith, Shawsheen Elementary
Timothy K. Van Wey, Andover High

SCHOOL DEPARTMENTS

10 Years of Service:

Matthew J. Bach, Andover High	Mary J. Berger, South Elementary
Lisa A. Besen, Bancroft Elementary	Eileen M. Biggio, High Plain Elementary
Paula Brady, Andover High	Patricia S. Calley, Shawsheen Elementary
Magdalen M. Cantwell, Andover High	Phillip Capodilupo, Doherty Middle
Megan E. Clapp, Sanborn Elementary	Jennifer H. Collins, Andover High
Suzanne J. Crowley, Sanborn Elementary	Joellen M. DeFeo, South Elementary
Kelly L. Dougherty, Shawsheen Elementary	Vera S. Dymment, Crossing Guard Services
Elizabeth J. Farnham, Doherty Middle	Victoria L. Feo, Bancroft Elementary
Rosemary A. Gentile, West Elementary	Michael R. Giammusso, Substitute Services
Martha A. Giguere, High Plain Elementary	Kim A. Glesmann, South Elementary
Scott L. Govoni, Wood High Middle	Deborah S. Hockman, Food Services
Christopher G. Krueger, Doherty Middle	Sherry R. Lundquist, West Middle
Kathleen F. MacDonald, South Elementary	Ruth G. Masters, Andover High
Brian J. McNally, Andover High	Jennifer W. Meagher, Andover High
Marie L. Messina, Shawsheen Elementary	Lisa Y. Miller, Wood Hill Middle
Margaret S. O'Brien, Technology	Scott M. Price, West Elementary
Beth M. Puleo, Shawsheen Elementary	Laura A. Reagan, Sanborn Elementary
Ronald J. Robare, Substitute Services	Katie E. Rurak, Doherty Middle
Darlene T. Samia, Andover High	Patricia M. Scarborough, Substitute Services
Marie C. Sharis, Food Services	Betty A. Smith, Doherty Middle
Laura A. Stella, Wood Hill Middle	Donna M. Sunderland, Wood Hill Middle
Marian S. Terranova, South Elementary	Janice M. Walsh, South Elementary
Sydney L. Walsh, Shawsheen Elementary	Carol J. Weldin, Wood Hill Middle
Joseph A. Wright, Andover High	

FINANCE & BUDGET DEPARTMENT

The mission of the Finance Department is to build and reinforce confidence in Town financial management by managing and planning all financial functions in an efficient, cost effective and responsive manner, and, through a collaboration of team efforts, provide departments and the public with the necessary information to assure accuracy, accountability and justification.

FINANCE ADMINISTRATION

The Town Manager's Recommended Fiscal Year 2012 Budget (July 1, 2011 – June 30, 2012) was released on February 4, 2011. During the months of February, March and April meetings were held with the Board of Selectmen, Finance Committee, School Committee and Department Heads to review the Budget and warrant article requests and prepare recommendations for the Annual Town Meeting.

In April, the Finance Committee Report was mailed to over 11,000 households. The Annual Town Meeting began on April 27, 2011 and the Fiscal Year 2012 Operating Budget (Article 4) was adopted in the amount of \$134,827,279. This budget represents an increase of \$87,711 or less than 1% over the Fiscal Year 2011 operating budget of \$134,739,568. Capital Project Fund appropriations (Article 5) remained at \$1,246,000.

Some of the major accomplishments in 2011 are as follows:

- Prepared the Town Manager's Recommended FY-2012 Budget.
- Prepared the Five-Year Capital Improvement Plan for FY-2012 – FY-2016.
- Provided staff support to the Finance Committee.
- Produced the Finance Committee Report for the 2011 Annual Town Meeting.
- Maintained the Town's AAA bond rating from Standard and Poor's Municipal Credit Rating Service for the Town's bond issue.

ASSESSORS

The Board of Assessors is responsible for annually valuing all real estate and personal property accounts in the Town, as well as defending all appeals of these taxes. The three-member board is also responsible for the awarding nearly 200 property tax exemptions on an annual basis. Major exemption groups include senior citizens, disabled veterans, widows and widowers and individuals classified as blind.

The Assessors also must conduct revaluations of all property on a triennial (every three years) basis. A revaluation was completed for Fiscal Year 2012. Interim adjustments were made in Fiscal Year 2011. The Board is responsible for meeting all Massachusetts Department of Revenue guidelines for property valuations, reporting of valuations and tax billing.

The Assessor's Division gathers vast amount of property and ownership related information that is available to the general public. Exterior digital photos are now recorded on

all property and the valuations, sales information and other pertinent information is available on the Town's web site. More than 1,000 requests for public records and information are received and processed on an annual basis.

The Assessor's Division completed the State mandated revaluation process for FY2012 in a manner that allowed for timely tax billing.

CENTRAL PURCHASING

In 2011, the Purchasing Division processed approximately 1,072 Purchase Orders and 2,665 Requests for Payment for the Town and 2,951 Purchase Orders and 344 Requests for Payment for the School Department. Approximately 48 bids and 12 Requests for Proposals were advertised and officially opened during this period. The continued utilization of the State bid contracts available to cities and towns provided numerous benefits to the taxpayers of Andover.

Andover initiated and coordinated a number of Cooperative Bids as well as participated in a number of these bids with other communities. Under Massachusetts General Laws, two or more political subdivisions may jointly purchase goods or services through the bidding process. Some of the items purchased were: xerographic paper for copy machines, road salt, fuel oils, office supplies, equipment and furniture and School athletic and student voluntary insurance.

Major Requests for Proposals and bids solicited in 2011 were:

- MSBA Green Repair Program for the West Middle School roof and window replacement
- Custodial supplies
- Scholar supplies
- West Elementary School roof replacement
- Senior Center freezer installation
- Public Safety Center shooting range lead abatement
- Sanborn Elementary School boilers replacement
- Memorial Hall Library underground storage tank replacement
- Blanchard Street Athletic Fields
- Miscellaneous roadway construction and paving projects
- Sewer Construction – Lincoln Street and William Street
- Access Control System for Andover Police Department
- Installation of ceiling fans in High Plain Elementary and Wood Hill Middle Schools
- Two new model year 2012 Heavy-duty Dump Trucks – 43,240 GVWR w/body, front central hydraulics and plow frame
- Construction Management Services for a new Bancroft Elementary School
- Owner's Project Management Services for the new Bancroft Elementary School
- Professional Engineering Services for the new Bancroft Elementary School
- Professional Engineering Services for the reconstruction of High Plain Road at Fish Brook
- Acquisition of real estate for the replacement of the Ballardvale Fire Station
- Billing service for Emergency Ambulance Service for Andover Fire Rescue

- Design and Construction Administration Service for Site Improvement of multiple schools
- Library furnishings and equipment for Memorial Hall Library
- Exterior sealant and miscellaneous repairs for Memorial Hall Library
- Cooperative bid for Highway Rock Salt, Solar Salt and Liquid Calcium Chloride 32%
- Cooperative bid for office supplies, equipment and furniture
- Andover Water Department Cross Connection Control Program
- One new 2011 or current model year 4 x 4 Utility Tree Vehicle
- One new 2012 15-passenger bus
- Masonry repairs for the Town Offices
- Window repairs for the Town Offices

The Purchasing Division is responsible for administering contract compliance of Andover's Affirmative Action Plan as well as coordinating the Property and Casualty Insurance and Risk Management for all Town and School Departments. The Human Resources Department handles both the Town and School Department's Health and Personal Insurance.

The Purchasing Division oversees the Massachusetts Interlocal Insurance Association (MIIA) Rewards Program. This program helps to control and reduce losses and provides future savings on the Town's insurance premiums. The Town was again recognized in 2011 for its High Achievement under their Loss Control Program. Participation in the MIIA Rewards Program earned a credit of \$25,429 reducing the Town's insurance premium by that amount.

The Purchasing Division also processed approximately 67 casualty and property claims over the year and was able to recover \$21,244.05 for the Town.

COLLECTOR/TREASURER

The Collector/Treasurer Division is responsible for the collection, investment and disbursement of all Town monies.

Highlights during 2011 are as follows:

- Refinanced \$12,740,000 of 2002 and 2003 Bonds at 1.877% for a net savings in interest charges of \$1,370,000 on December 22nd.
- Borrowed \$2,000,000 for 1 year at .346% on December 22nd for the Bancroft Elementary School project.
- Borrowed \$6,241,000 for 20 years at 1.877 on December 22nd for various Town and School projects.
- Borrowed \$1,125,000 for 1 year at .676% on February 25th.
- Borrowed \$7,550,000 for 20 years at 3.478% on February 25th.
- Borrowed \$488,000 for 9 months at 0.600% on June 22nd.
- Added the Motor Vehicle Excise Tax to the Town's "On-Line" payment program.
- Continued the implementation of the final 10% of the new automated water meter reading program including final billing on the old meters and all necessary reconciliation.
- Continued with outstanding customer service in all areas of real estate, excise and water.

BUDGET AND TAX RATE SUMMARY	FINAL FY2010	FINAL FY2011	FINAL FY2012
<u>EXPENDITURES</u>			
Appropriations & Articles	132,409,866	136,128,816	140,905,913
Other Local Expenditures			
Tax Title Purposes	4,000	4,000	0
Final Court Judgments	201,761	0	0
Overlay/ Other Deficits	38,884	0	32,363
Other amounts	0	0	0
Revenue Offsets/Cherry Sheet	<u>62,671</u>	<u>61,280</u>	<u>65,349</u>
Total Other Local Expenditures	307,316	65,280	97,712
State and County Charges	3,079,417	2,926,555	2,426,090
Overlay Reserve for Abatements	<u>822,806</u>	<u>772,521</u>	<u>980,114</u>
TOTAL EXPENDITURES	\$136,619,405	\$139,893,172	\$144,409,829
<u>REVENUES and OTHER FUNDING SOURCES</u>			
Revenue from State			
Cherry Sheet Estimated Receipts	9,438,577	8,819,405	8,713,708
School Construction Assistance	<u>1,551,447</u>	<u>1,551,447</u>	<u>1,551,446</u>
Total from State	10,990,024	10,370,852	10,265,154
Revenue from Town			
General Local Revenue	8,879,764	9,201,000	9,414,860
Revenue for Specific Purposes-Offset Receipts	1,923,063	1,811,500	1,872,775
Water and Sewer Revenue	<u>12,774,627</u>	<u>12,242,028</u>	<u>12,119,113</u>
Total Local Receipts	23,577,454	23,254,528	23,406,748
Free Cash and Other Funding Sources			
Free Cash used for Warrant Articles	334,000	1,123,500	992,000
Other Available Funds	<u>292,163</u>	<u>485,992</u>	<u>871,771</u>
Total Free Cash and Other Funding Sources	626,163	1,609,492	1,863,771
Free Cash used for Operating Budget	0	0	0
Total Non-Property Tax Revenues and Other Funding Sources	35,193,641	35,234,872	35,535,673
Total Property Taxes	<u>101,425,764</u>	<u>104,658,300</u>	<u>108,874,156</u>
TOTAL REVENUES	136,619,405	139,893,172	144,409,829

VALUATIONS & TAX RATES	FINAL FY2010	FINAL FY2011	FINAL FY2012
TOTAL VALUATION (IN THOUSANDS)	\$6,837,657	\$6,616,552	\$6,798,505
RESIDENTIAL TAX RATE	13.19	14.12	14.15
COMM, IND, PER PROP TAX RATE	21.33	22.46	23.54
EQUALIZED TAX RATE	14.83	15.82	16.01
WHERE REVENUES COME FROM			
STATE AID	8.04%	7.41%	7.11%
LOCAL REVENUE	17.26%	16.62%	16.21%
OTHER FUNDS	0.21%	0.35%	0.60%
FREE CASH	0.24%	0.80%	0.69%
PROPERTY TAXES	<u>74.24%</u>	<u>74.81%</u>	<u>75.39%</u>
	100.00%	100.00%	100.00%

Assessors Annual Report 2011

ANNUAL PROPERTY VALUATIONS

PROPERTY TYPE	FY2009 #ACCTS	FY2009 VALUE	FY2010 #ACCTS	FY2010 VALUE	FY2011 #ACCTS	FY2011 VALUE
SINGLE FAMILY	8,484	\$4,656,528,600	8,492	\$4,498,853,200	8,501	\$4,677,413,100
CONDO	1,570	388,732,400	1,585	362,049,800	1,594	370,639,300
MULTI FAMILY	315	229,151,600	311	219,756,300	306	216,981,600
VACANT LAND	556	79,559,500	548	73,549,300	560	73,859,600
OTHER RESIDENCE	21	14,039,200	20	13,180,700	20	12,840,400
COMMERCIAL AND CHAPTER	272	541,868,527	270	528,547,655	267	524,106,899
INDUSTRIAL	139	529,981,300	139	501,419,500	139	488,504,700
MIXED USE	171	225,257,500	171	217,870,300	168	210,674,700
PERSONAL PROPERTY	622	172,538,617	642	201,324,807	696	223,484,947
TOTAL	12,150	6,837,657,244	12,178	6,616,551,562	12,251	6,798,505,246

FISCAL YEAR EXCISE COMMITMENTS

	FY2009	FY2010	FY2011
TOTAL	\$4,561,372	\$4,517,089	\$4,620,042
Number of bills	31,395	31,822	31,832

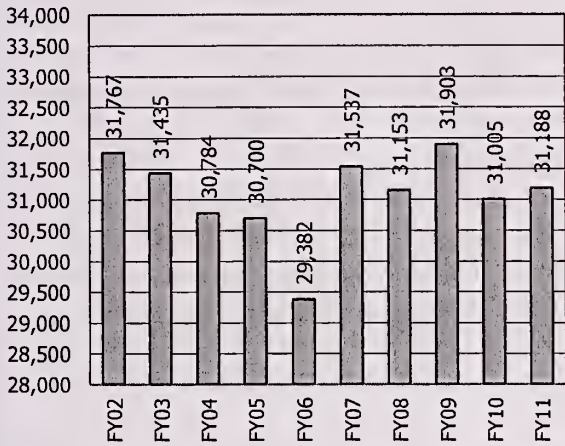
TAX ABATEMENTS AND EXEMPTIONS

ANNUAL EXEMPTIONS	FY2009 NUMBER	FY2009 AMOUNT	FY2010 NUMBER	FY2010 AMOUNT	FY2011 NUMBER	FY2011 AMOUNT
WIDOWS	6	\$1,925	7	\$2,344	8	\$1,925
VETERANS	118	\$101,826	122	\$96,302	122	\$93,481
BLIND	22	\$18,824	18	\$15,869	14	\$13,164
SENIORS	41	\$68,882	38	\$65,265	33	\$57,533
DEFERRALS	11	\$29,940	11	\$35,567	12	\$37,247
HARDSHIPS	<u>1</u>	<u>\$796</u>	<u>1</u>	<u>\$398</u>	<u>1</u>	<u>\$552</u>
TOTALS	199	\$222,193	197	\$215,745	190	\$203,902

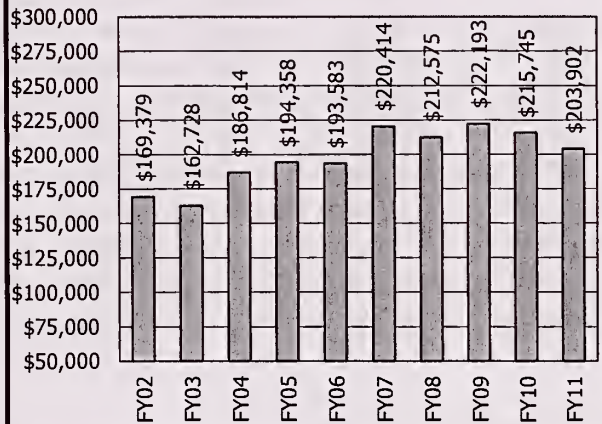
ANNUAL ABATEMENTS	FY2009 NUMBER	FY2009 TAX AMOUNT	FY2010 NUMBER	FY2010 TAX AMOUNT	FY2011 NUMBER	FY2011 TAX AMOUNT
RESIDENTIAL	72	\$50,486	91	\$63,784	38	\$45,609
SENIOR VOUCHER	192	\$129,600	206	\$139,050	225	\$151,875
COMM/IND	4	\$48,467	21	\$603,537	10	\$235,993
PERSONAL PROPERTY	<u>2</u>	<u>\$7,200</u>	<u>15</u>	<u>\$56,605</u>	<u>3</u>	<u>\$491</u>
TOTALS	270	\$235,753	333	\$862,976	276	\$433,969

FINANCE STATISTICS

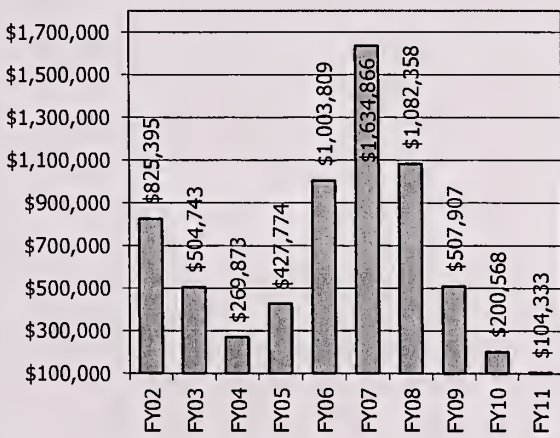
MV EXCISE BILLS



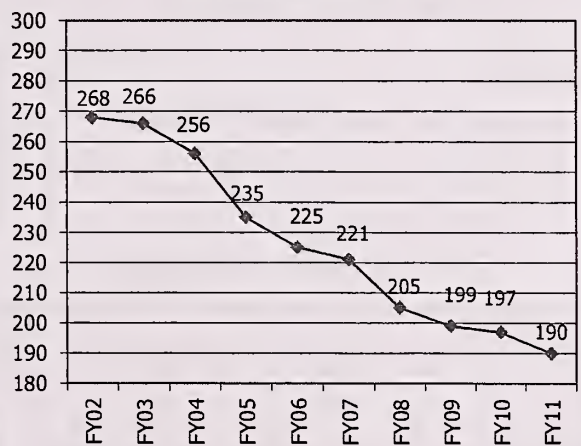
TAX EXEMPTIONS - \$



INVESTMENT INCOME



TAX EXEMPTIONS - #



TOWN CLERK

The mission of the Town Clerk's Office is to uphold the integrity of the Town's democratic process, to maintain and preserve public records, and to act in the best interest of the community and the State by providing innovative, efficient, quality service.

The Town Clerk's office coordinated two elections in 2011 – a Special Town Election in January for a Proposition 2 ½ debt exclusion to fund construction of the new Bancroft Elementary School and the Annual Town Election in March. The Town Clerk's Office also coordinated the Annual Town Meeting in April and a Special Town Meeting in December 2011.

The Town's vital records from 1985 have been scanned and are now issued through a scanning program that continues to provide great efficiencies in servicing the public. The staff works with the State Office of Vital Records and Statistics to implement the Vital Information Partnership (VIP) System, a State-wide data base of vital records.

Volunteers continue to be a great resource in the office. They work hundreds of hours assisting with the Town Census, inventorying records in the permanent vault, election duties and other duties where needed. Jerry LaBarre, Chris Hayward, Carol Hopkins, Polly Robichaud, Tony Sofia, and Charlotte Taylor are to be commended for the valuable services they provide to the Office and the Town.

2011 REDISTRICTING

Every ten years the Federal government conducts a national census. Andover's population according to the 2010 Federal Census is 33,201. The Federal Census numbers show that the Town grew by a total of 1,954 residents between 2000 and 2010. The figures were released in early 2011. The year following each Federal Census, Massachusetts towns are required to review their precincts based on the Federal Census population numbers. The idea is simple in concept. The population number from the Federal Census is divided by the total number of precincts which gives the so-called "target population" for each precinct. No precinct can have more than 4,000 residents. Effective January 1, 2012, Andover's precinct lines changed – nine 9 precincts remain but with new and different boundaries.

Once municipal reprecincting was completed the Legislature turned to the task of redrawing the State Senatorial and Representative Districts. Andover remains in the 2nd Essex and Middlesex Senatorial District with a change in the Town's State Representative Districts. Prior to the change, Precincts 2, 3, 4, 5, 6, & 9 were in the 17th Essex District while Precincts 1, 7 & 8 were in the 18th Essex District. The 17th & 18th Essex Districts were dramatically changed under the new redistricting plan. Precincts 2, 3 & 4 are now in the new 17th Essex District while Precincts 1, 5, 6, 7, 8, & 9 are now in the new 18th Essex District.

Massachusetts lost a seat in the U.S. Congress based on the 2010 Federal Census. The Massachusetts Congressional delegation was reduced from ten seats to nine seats. The Special

Joint Committee on Redistricting, a joint committee of the Massachusetts Senate and House, was tasked with creating the new Congressional Districts. The Joint Committee chose to go with, as nearly as possible, zero deviation from the “target population” for each new Congressional District. Of the nine new Congressional Districts created six have populations of 727,514 while three have populations of 727,515.

The Joint Committee’s insistence on zero population deviation between Congressional Districts created unfortunate results for a number of Massachusetts communities including Andover. Before redistricting, Andover had been entirely in the old 5th Congressional District. Andover now finds itself split between the newly created 3rd and 6th Congressional Districts. The Town was not just split along precinct lines. Andover, like nine other Massachusetts communities, finds itself with splits within its precincts between Congressional Districts. Precincts 2, 3, 4, 5, & 6 are entirely within the new 3rd Congressional District. Precincts 1 & 8 are entirely within the new 6th Congressional District. Precinct 7 is split with roughly three-fourths of the population in the 3rd Congressional District and the remainder in the 6th Congressional District. Precinct 9 is also split with the majority of its residents in the 3rd Congressional District and one neighborhood of 14 residents in the 6th Congressional District. The Congressional Districts split required the creation of two new sub-precincts within the split precincts, Sub-precincts 7A & 9A.

A map of the Town with the new Precincts, the 17th and 18th Representative District boundaries and 3rd and 6th Congressional District boundaries can be found on the Town web site at www.andoverma.gov.

TOWN CENSUS

In January, the Town Census was mailed to 11,284 households. The Town’s population at the completion of the Census was 31,703. (Note: different criteria are used for the Federal Census than for the Town Census which accounts in part for the discrepancy in the population numbers).

VOTER TURNOUT

<u>Election</u>	<u>Date</u>	<u>No. Voted</u>	<u>% of Active Voters</u>
Special Town Election	January 25 th	3,163	15%
Annual Town Election	March 22 nd	2,019	10%
Annual Town Meeting	April 27 th & 28 th	467*	2%
Special Town Meeting	December 5 th	2,037	10%

* First Night Attendance

<u>RECORDINGS</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>
Births Recorded	257	220	227
Marriages Recorded	116	122	139
Deaths Recorded	274	233	283
Dog Licenses Sold	2,580	2,469	2,479
Fishing and Hunting Licenses Sold	248	244	0
Business Certificates	95	70	97
New Voter Registrations	927	1,296	1,105
Passport Applications	613	531	204

*Due to a change in Federal Regulations, effective May 1, 2011, the Town Clerk's Office is no longer eligible to act as a Passport Agency. The new regulations prohibit any agency which issues birth certificates from processing passports.

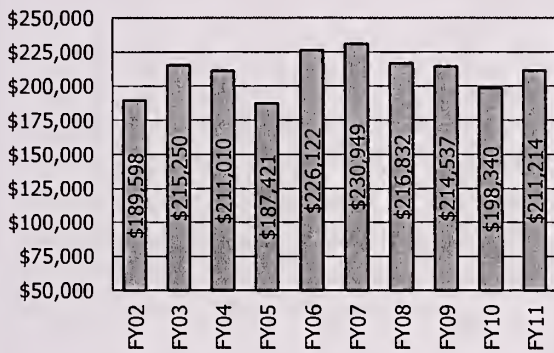
<u>REVENUES</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>
Marriage Licenses	2,950.00	3,125.00	3,600.00
Certified Copies	21,590.00	19,035.00	20,455.00
Miscellaneous Licenses Income	13,355.00	12,925.00	14,080.00
Liquor Licenses Income	97,450.00	114,375.00	113,825.00
Business Certificate Filings	4,549.00	4,272.00	5,226.50
Miscellaneous Income	1,031.00	1,962.00	4,739.40
Passport Fees	15,325.00	13,275.00	5,100.00
Dog Licenses	39,979.00	32,105.50	35,691.50
Non Criminal Violations	3,340.00	2,900.00	3,900.00
Copy of Public Records	250.00	257.00	197.25
Fishing and Hunting Licenses	<u>6,592.15*</u>	<u>6,645.74**</u>	<u>No longer issued</u>
TOTAL	\$206,411.15	\$210,877.24	\$206,814.65

* \$6,271.50 in fees were sent to the State Division of Fisheries and Wildlife – \$320.65 was retained by the Town.

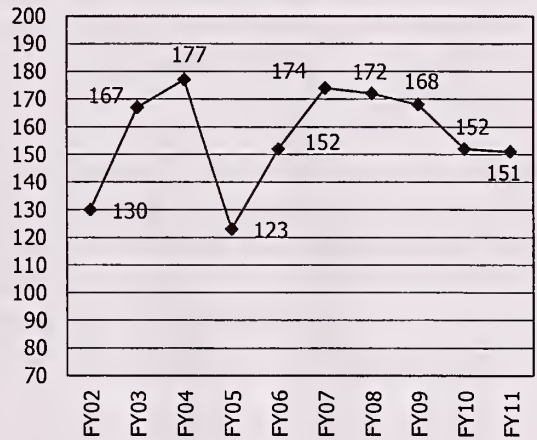
** \$6,325.25 in fees were sent to the State Division of Fisheries and Wildlife – \$320.50 was retained by the Town.

TOWN CLERK STATISTICS

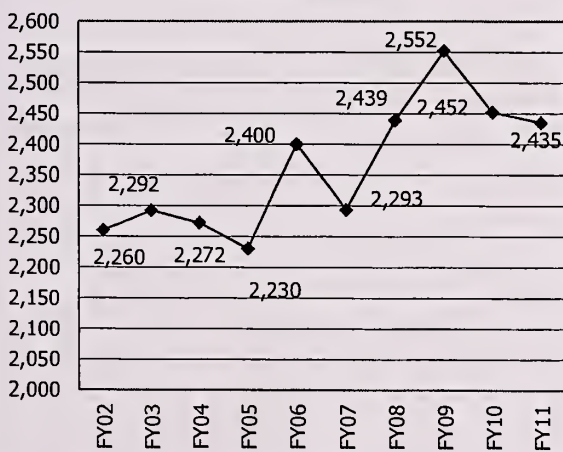
FEE REVENUES



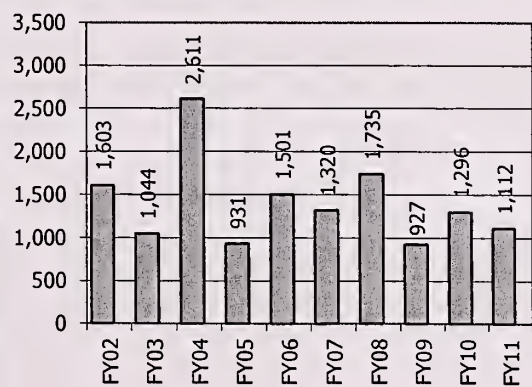
BUSINESS CERTIFICATES



DOG LICENSES



NEW VOTER REGISTRATIONS



TOWN COUNSEL

During 2011, Town Counsel made numerous appearances before State Courts and Administrative Boards. Formal legal opinions were researched and rendered to Town officials. Court challenges to decisions by the Town's boards and commissions were defended by Town Counsel.

Town Counsel successfully defended the Town and the Conservation Commission in two actions filed by abutters to the new Bancroft School construction project.

Town Counsel successfully represented the Zoning Board of Appeals at the Massachusetts Appeals Court which upheld the Board's denial of a special permit regarding the division of property on Central Street.

Town Counsel had conferences with the Town Manager and other Town officials on almost a daily basis. Town Counsel reviewed all warrant articles, drafted many of them, and attended all Town Meetings. Advice was given to Town officials and to Town Meeting on the legal basis for warrant articles. Town Counsel attended meetings of various Town Boards and Commissions which held hearings on various requests from applicants. During the period covered by this report, contracts were drawn and reviewed and numerous deeds, easements, releases and agreements were drafted and recorded.

A particularly noteworthy document was the Grant Agreement with the Andover Youth Foundation for construction of a Youth Center.

Advice was given regarding the State's conflict of interest law. Responses to public records requests were prepared. Documents were drafted to submit to the Massachusetts School Building Authority for the Bancroft Elementary School construction project.

Special Labor Counsel advised the Town Manager and Board of Selectmen on the negotiation and drafting of bargaining agreements with employees.

POLICE DEPARTMENT

The mission of the Andover Police Department is to protect our future and the quality of life in Andover. We are empowered to protect life and property. However; with the changing times of increasing social programs, our agency has become more service-oriented to the community. To continue our mission, we all maintain an open door policy to the community, working with their suggestions, needs and thoughts so that we may preserve the way of life that we all enjoy in Andover.

MISSION STATEMENT

The Andover Police Department is committed to providing the highest level of public safety and service to the citizens and business people within the community. The members of the Department are empowered to enforce the laws of the Commonwealth of Massachusetts and the Bylaws of the Town of Andover, to ensure that the peace and tranquility of our neighborhoods are maintained and that crime and the fear of crime are reduced. The Department emphasizes integrity, honesty, impartiality and professionalism from its members creating an environment that values differences and fosters fairness and flexibility in our mission. The Department encourages citizen input and interaction that will assist in developing sound partnerships between the community and the Police. Working together will protect our future and enhance the quality of life for everyone within the Town.

OPERATIONS DIVISION

The Department handled 35,927 incidents in 2011 – a 4% increase from 2010. There were 416 arrests (13% decrease), 338 larcenies (32% increase) and 36 burglaries (51% decrease). The Department also responded to 63 calls of domestic abuse – a 40% decrease over last year.

The Department issued 5,653 motor vehicle citations during the year which is a 9% increase from 2010. There were 949 motor vehicle accidents handled by the Department which is 3% increase. The reduction in vehicle citations is a direct relation to staffing at minimum manning levels on patrol shifts. 95% of the night patrol shifts are at the minimum allowable staffing level therefore reducing proactive selective traffic enforcement. The result is the inability to follow up on speed complaints from citizens on a timely basis.

The Police Department continued to work closely with other Town departments, state and federal agencies and the community throughout the year. The Sub-Station, located on Grandview Terrace, remains closed for budgetary reasons, however, the Department continued its partnership with the residents at the Andover Housing Authority and the Youth Services Division through the New Horizons for Youth Program which is now funded within the Department budget.

The Department continues to have great success with a School Resource Officer assigned to the Greater Lawrence Technical High School. Funding for this position is subsidized by the Technical School.

The Department also participated in numerous events including the Holiday and Memorial Day Parades, the Fourth of July celebrations, Safety Saturday, Andover Days, the Feaster Five Road Race on Thanksgiving Day as well as numerous other road races held throughout the year.

The Department is also involved in numerous regional initiatives and is an active member in the North Eastern Massachusetts Law Enforcement Council (NEMLEC) which is a consortium of 54 Police Agencies and 2 sheriff departments. We also participate in the Boston Area Police Radio Network (BAPERN) which allows for interoperable radio communications with other agencies as well as collective purchases for public safety equipment.

SPECIAL SERVICES DIVISION

RECORDS SECTION

The Records Division provides support services to all divisions within the Police Department. This service enables information to flow efficiently throughout the Department as well as to the entire community.

The Police Department received more than \$98,667.00 in new grant money during 2011. These grants allow the Department to serve the community by providing funding for personnel and other resources. Emergency equipment such as shelters, body armor, gas masks, defibrillators and other emergency communication equipment were also purchased with this grant money. Highway Safety grants allowed for extra patrols and selective enforcement around high accident locations. E-9-1-1 grants allowed the Department to train and certify all dispatchers in Emergency Medical Dispatching.

The Court Section processed a total of 416 arrests and 502 summonses. This included tracking all Police Department cases from inception to disposition and coordinating officers' appearances in court. In addition, this section assists in tracking District Court cases for other Town Departments such as the Health Division, Building Division, etc.

DETECTIVE DIVISION

The Detective Division is responsible for the follow-up of investigations conducted by the agency. The Detective Division also oversees the Substance Abuse Unit. This unit was created in response to the community's request for the Police Department to take a more active role in combating drugs and alcohol in the Town. The Division also has one investigator assigned as a Juvenile Officer. The Juvenile Officer works closely with the schools and courts in processing Juvenile cases.

The Detective Division continued to be actively involved in follow-up investigations throughout the year. The Division was instrumental in solving and identifying the perpetrators of numerous serious crimes as well as following the cases through the judicial system.

The Detective Division followed up and investigated 36 burglaries and 338 larcenies.

The Division also investigates internet criminal activity. They recognize this new aspect of Internet crime as a major problem to our community and caution all parents and residents of the Town to be vigilant in combating this increasing problem.

ANIMAL CONTROL

The Animal Control Officer answered 1034 calls for service in 2011. He responded to 250 dog complaints and impounded 58 dogs and 2 cats. He also removed 244 deceased animals. In addition to these removed animals, there were 45 deer struck and killed by motor vehicles in Town.

EMERGENCY MANAGEMENT

The Town's Emergency Management is directed by the Chief of Police and serves as the local link to the Federal and State Emergency Management Agencies (FEMA/EMMA), the Department of Homeland Security and the FBI's Joint Terrorism Task Force. It also includes a network of HAM radio operators that are on standby should the need arise for auxiliary radio services. A Citizen Emergency Response Team (CERT) has also been established and is providing residents with training and equipment that will allow them to be better prepared in times of crisis.

The Chief of Police is the Town's Liaison with the Regional Local Emergency Planning Committee (LEPC) and is responsible for coordinating the Town's response to any hazardous materials incident.

The Chief of Police is also the current Chairman of the Commonwealth's Northeast Homeland Security Regional Advisory Council (NERAC) which covers 85 communities in the region.

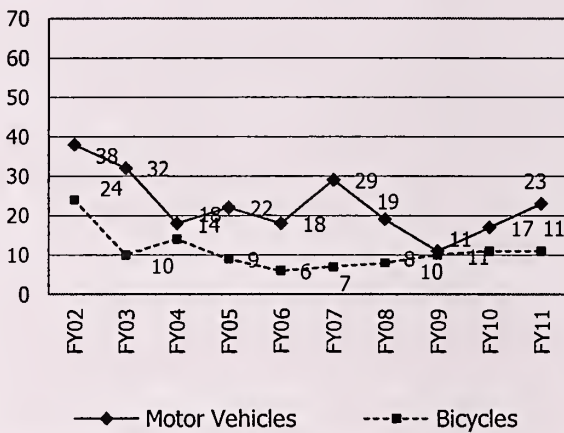
The Auxiliary Police assisted the regular officers of the Police Department many times throughout the year. They are particularly active during the holidays and on Halloween. They are a very dedicated group of volunteers and the Town is fortunate to have their services as a resource.

TRIAD – CRIME PREVENTION PARTNERSHIP/SENIOR CITIZEN LIAISON

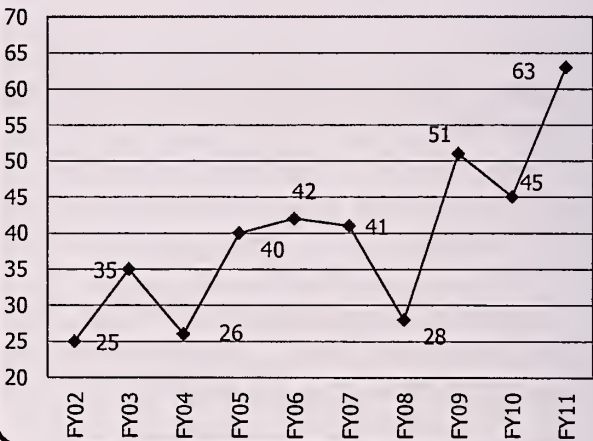
The Department has an officer assigned as a liaison to the Senior Center to assist the Town's senior population with quality of life and crime prevention issues and response to emergency situations. The liaison is also counsel to the TRIAD Council which is a partnership between the Essex County District Attorney, the Essex County Sheriff, the Andover Police Department and the senior citizens of the community.

POLICE STATISTICS

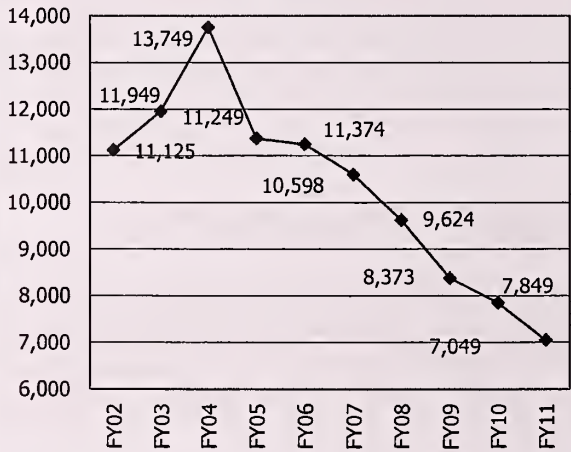
STOLEN VEHICLES & BICYCLES



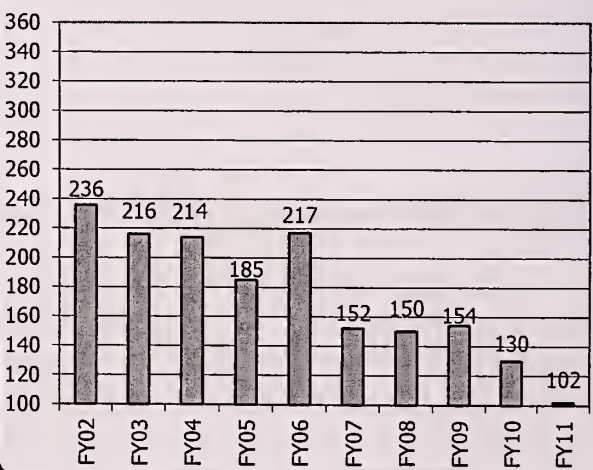
DOMESTIC ABUSE



PARKING VIOLATIONS



VANDALISM



FIRE RESCUE

The mission of Andover Fire Rescue is to serve the citizens of the community and its visitors by protecting them from the dangers created by man-made and natural emergencies.

Andover Fire Rescue provides professional services such as fire suppression, EMS, technical rescue, and hazardous materials response. The organization aggressively attempts to minimize the risks associated with these incidents through effective fire prevention and investigation, code enforcement, public education and injury prevention programs. The Department is dedicated to assisting those in need regardless of the severity of the problem.

VALUE STATEMENT

The values of Andover Fire Rescue are service to those in need and community involvement through the professionalism, integrity, and dedication of its personnel.

FIRE RESCUE and EMS OPERATIONS

There are two basic sub-divisions within the Operations Division of Andover Fire Rescue – Fire Rescue and Emergency Medical Services.

The Operations Division operates on four shifts led by a Deputy Fire Chief who is responsible for the oversight of all activities on a particular shift. Those responsibilities range from incident response and training, ensuring there is adequate personnel coverage and appropriately protecting the community on a given day.

The Operations Division has primary responsibility for responding to emergency and urgent calls for help from the public. Services provided include combating all types of fires, providing emergency medical care to the sick and injured, containing and mitigating the effects of leaks and spills of hazardous materials, rescuing those who are physically trapped in such situations as motor vehicle accidents, industrial accidents or collapsed structures, rescuing persons caught in swift moving water, mitigating the hazards associated from downed power lines or natural gas leaks and providing aid in situations where those in the community need special assistance such as lock out/in situations, or animal rescues.

In addition, all of the men and women of Andover Fire Rescue participate in presenting public fire safety and emergency preparedness educational programs, safety inspections, maintaining equipment, apparatus and facilities and continuous training.

Andover Fire Rescue operates out of three fire stations with three EMT Engine Companies, one EMT Ladder Company and two Basic Life Support (BLS) ambulances providing 24/7 coverage. The fire stations are located on North Main Street, Greenwood Road and at the intersection of Clark Road and Andover Street.

Several specialized pieces of equipment (such as boats and a trench rescue trailer) are located throughout the community and staffed on an “as needed” basis by personnel normally assigned to the engine companies.

Andover Fire Rescue has one reserve engine, one reserve ladder and two reserve ambulances among its fleet. The reason for the reserve apparatus is to ensure that the Town is appropriately protected when a “front line” truck is out of service for repairs or preventative maintenance, and to maintain the Insurance Services Office (ISO) Class 3 rating.

The Department is comprised of sixty-eight personnel including four Deputy Chiefs, twelve Lieutenants and forty-eight firefighters. Suppression personnel work a 24-hour schedule with one of the four group’s on-duty each day.

One of the Deputy Chiefs serves as the Training Officer for Andover Fire Rescue and has the responsibility of coordinating and/or delivering all training-related programs in relation to the myriad of services provided by the Fire Rescue personnel. It ranges from the review of initial training that newly hired recruits receive while attending the Massachusetts Firefighting Academy, specialized rescue training recertification or continuing education and training to the entire organization.

The delivery of Emergency Medical Services training is provided by Paramedic and EMT certified personnel from outside agencies or from within the organization. Extensive Federal and State regulations relative to the provision of emergency medical services and the appropriate documentation and administrative requirements, necessitate special focus and attention.

FIRE RESCUE and EMS RESOURCES

Andover Fire Rescue has three fire stations – each has one or more staffed companies as well as specialized and/or reserve equipment.

- Station 1, Central Station – 32 North Main Street (Downtown area)
 - ~ Staffed companies: Engine Company, Ladder Company, ambulance, Deputy Chief
 - ~ Specialized apparatus: 2 rescue boats, trench rescue trainer and air support vehicle
 - ~ Reserve apparatus: engine, ladder truck 2 ambulances
- Station 2, Ballardvale Station – Clark Road and Andover Street
 - ~ Staffed company: Engine Company
 - ~ Specialized apparatus: 1 Rescue boat
- Station 3, West Station – Greenwood Road (West Andover area)
 - ~ Staffed companies: Engine Company, ambulance
 - ~ Specialized apparatus: 2 rescue boats, fire alarm bucket truck

Each of the four platoons consists of seventeen positions with a minimum daily staffing level of fifteen Firefighter/EMT’s and Command staff.

- Command Staff: One Deputy Chief
- Engine Companies: One Lieutenant, one driver/operator and one firefighter
- Ladder Company: One driver/operator
- Ambulance: Two Emergency Medical Technicians

Andover Fire Rescue currently has Memorandums of Understanding (MOUs) with several communities to provide mutual aid, automatic mutual aid and other response needs in the event that the on-duty resources are overwhelmed by an incident. These agreements contain the provision of service by Andover Fire Rescue to other communities in return for service to the community of Andover.

FIRE PREVENTION

The following five primary objectives measure the success of the work done by the Fire Prevention Office:

- Reduce fire loss and injuries through the administration of risk-based community education programs.
- Manage risk associated with fire and environmental emergencies through successful implementation to engineering, inspection, code compliance and hazardous materials management.
- Ensure citizens can escape a fire safely, that suppression forces have the means to control a fire with minimal risk of injury and that damages to physical resources area minimized in an emergency through proactive prevention efforts in new and existing buildings.
- Investigate fire and hazardous materials incidents to understand causes and effects and apply lessons learned to improving our community's safety programs.
- Ensure that the Department is meeting the service demands of the community and providing excellent customer service. We strive to meet the interests of the Fire Prevention responsibility while attempting to meet the interests of the residents.

The Fire Prevention Officer also supports the Incident Commander at all escalating fire and rescue incidents by fulfilling the staff function of Safety Officer. The Fire Prevention Officer responds directly to the scene to coordinate and address any safety and personnel accountability concerns that may arise during the mitigation of the incident.

The Department annually inspects three or more family dwellings, schools, theaters and all public, municipal, commercial and industrial occupancies. All nursing homes, rest homes, hospitals infirmaries and inn holders are inspected on a quarterly basis. Fire drills are conducted at each public and private school quarterly and public sector training is conducted per their request. Facilities requiring assistance in developing evacuation plans are also afforded the guidance necessary in preparing the plans. All necessary State and Local permits for storage of flammables, installation of oil burners, fireworks and pyrotechnic displays, storage of gunpowder or blasting agents and the daily blasting or open burning permits are issued by Fire Rescue.

FIRE INVESTIGATION

Andover Fire Rescue is responsible for conducting fire scene investigations to determine origin and cause. Fire Rescue has a Deputy Fire Chief who is specially trained in performing fire and arson investigations to determine whether the fire was accidental or arson in nature. Fire Investigators thoroughly examine fire scenes, interview victims, witnesses and potential suspects. The investigators are also responsible for collecting evidence and processing the evidence to determine the cause of the fire.

Andover Fire Rescue has a Deputy Chief who teams up with members of the Andover Police Department, Massachusetts Fire Marshal's Office, Massachusetts State Police and the Essex County District Attorneys Office in the prosecution of arson cases. All entities involved are required to prepare detailed reports, present evidence and testify in Court for fire cause cases.

FIRE PROTECTION

Andover Fire Rescue provides services ranging from the education of elementary school children to the rescue of elderly citizens from nursing home fires. Installation and maintenance of all fire alarm wiring of all coded fire alarm boxes is also provided.

SPECIALIZED RESCUES

In addition to fire and emergency medical services, the Department performs numerous rescue missions. These include incidents involving stalled elevators, trench collapse rescue, confined spaces, high/low angle rope rescues, surface water and ice rescues.

HAZARDOUS MATERIALS RESPONSE

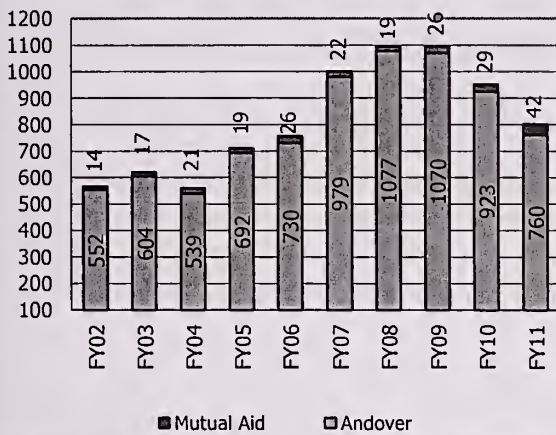
The Department, in cooperation with the District Hazardous Materials Team, mitigates all hazardous materials incidents. The District 6 Team is comprised of members from various departments from Billerica to Gloucester. Andover Fire Rescue maintains records of any and all buildings that store hazardous materials over the threshold amounts established by the Environmental Protection Agency. These records are required to be resubmitted to the Department on an annual basis prior to March 31st.

EMERGENCY MEDICAL SERVICES

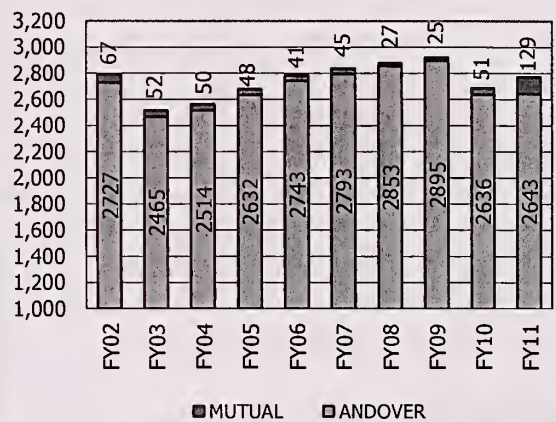
Andover Fire Rescue provides first response to all medical emergencies due to accidents or medical ailments. The surrounding communities of North Andover, Tewksbury, North Reading, Reading, Billerica, Methuen and Salem, NH provide back up mutual aid ambulance service. In addition, the Lawrence General Hospital Paramedic Unit is requested when the emergency dictates the need for Advanced Life Support (ALS) based on stringent protocols established through collaboration between Andover Fire and Lawrence General Hospital. Andover's ambulance service has recently upgraded its license from a Basic Life Support status to an Enhanced Life Support status as the result of placing Automatic External Defibrillators on all of its emergency vehicles.

FIRE STATISTICS

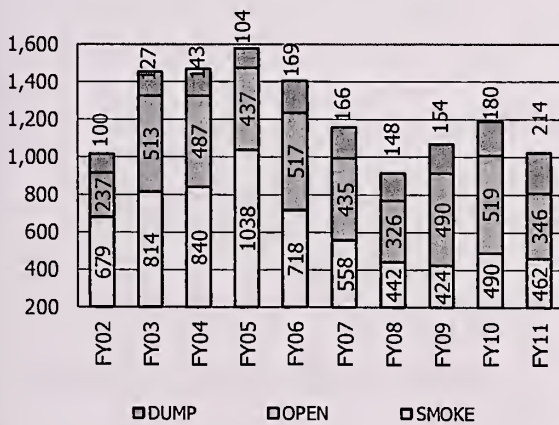
FIRE CALLS



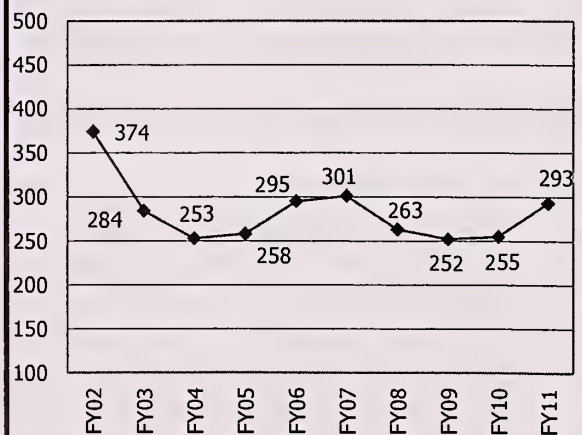
AMBULANCE TRANSPORTS



PERMITS & LICENSES ISSUED



MOTOR VEHICLE ACCIDENTS



PLANT & FACILITIES DEPARTMENT

The mission of the Plant & Facilities Department is to provide a responsive, well planned and cost effective maintenance operation and capital improvement program for all Town and School buildings, parks and grounds, vehicle maintenance, cemetery, forestry and other areas within their responsibility.

The Plant & Facilities Department provides scheduled and non-routine maintenance services to all Town and School buildings (over 1.35 million square feet), parks and grounds, cemetery, forestry and vehicle operations. Additionally, the Department is responsible for the following:

- Implementation of all major buildings and grounds capital projects including new building construction projects, landscape and field projects and driveway and parking areas.
- Town and School building and field rental functions.
- The Town's fuel depot.
- Spring Grove Cemetery operations.
- Compliance with environmental, health and safety regulations.
- Custodial services to all Town buildings.
- Town-owned traffic and streetlights.
- Building security.
- Bald Hill leaf composting facility.

ADMINISTRATION

The Department is managed by a Director who is supported by four Superintendents, an Executive Secretary, a Construction Project Manager, a Work Control Center Coordinator, two part-time Accounts Payable Clerks, a Business Manager, a Facilities Services Supervisor and a diverse group of skilled and semi-skilled Maintenance Tradespersons, Vehicle Mechanics, Custodians and Grounds and Tree Workers.

ADMINISTRATION ACCOMPLISHMENTS/HIGHLIGHTS

- The New Bancroft School Design Development and Construction Documents Phases were completed. The CM at Risk firm was selected, the Final Design review and selection of the OPM are in process.
- Several additional roof replacement projects were completed which include Memorial Hall Library (slate roof), West Middle School, Wood Hill Middle/High Plain Elementary, West Fire Station, Rec Park, Pumps Pond and the Holmes Road building. All roof replacements for Town and School buildings are complete.
- More than 70 Summer and Fall projects were completed at multiple Town and School buildings and sites.
- Administration of the Bald Hill Compost Site Permit Program:
 - ~ FY2011 Revenue of \$16,732 in Permit Sales
 - ~ FY2011 Revenue of \$7,015 from Sale of Mulch
 - ~ The above \$23,747 in revenue is used together with operating costs of \$20,000

(not including in-house labor) to pay for the operation of Bald Hill.

- Energy Conservation/Cost Avoidance:
 - ~ Continued implementation of our Energy Reduction Plan in order to reach a 20% energy reduction as part of our Green Communities designation.
 - ~ Investigated Net Metering Solar PV opportunities. A number of proposals have been received and evaluations are in progress by the Town and an outside consultant. We expect an agreement to be entered into in 2012.
 - ~ Obtained Town Meeting authorization for Town to enter into long term solar energy contracts
 - ~ Received professional assessment of solar PV feasibility at four (4) Town/School owned sites. We expect development RFPs to be issued in 2012.
- Tree City USA designation for the 12th consecutive year by the *National Arbor Day Foundation*.

BUILDING MAINTENANCE AND MECHANICAL/ELECTRICAL DIVISIONS

The Building Maintenance and Mechanical/Electrical Divisions are supervised by two Superintendents and provide all maintenance services including electrical, mechanical, plumbing, carpentry, painting and security to all Town and School buildings. The two Superintendents also function as Project Managers on a variety of Town/School capital improvement projects. Additionally, these divisions provide mail delivery to all buildings and maintain traffic signals and Town-owned street light poles.

	<u>2009</u>	<u>2010</u>	<u>2011</u>
School Labor Hours	20,457	17,700	18,009
School – Total Labor & Material Cost	\$1,129,900	\$1,073,547	\$1,175,389
Town Labor Hours	7,309	6,193	7,270
Town – Total Labor & Material Costs	\$687,817	\$626,655	\$609,113

BUILDING MAINTENANCE AND MECHANICAL/ELECTRICAL ACCOMPLISHMENTS

BANCROFT ELEMENTARY SCHOOL

- Additional structural repairs completed
- Roof snow removal

DOHERTY MIDDLE SCHOOL

- Converted room 114 to a regular classroom

HIGH PLAIN ELEMENTARY/WOOD HILL MIDDLE SCHOOLS

- Completed the installation of a new PVC roof
- Roof snow removal
- Masonry re-pointing at Wood Hill Middle School

ANDOVER HIGH SCHOOL/COLLINS CENTER

- Removed carpeting and installed new vinyl floor tiles in 2 offices
- Provided air conditioning to a special education classroom
- Provided air conditioning to the newly computerized Language Lab

- Converted 10 classroom HVAC controls to direct digital with ventilation demand control. Installed demand controlled ventilation in Field House and Dunn Gym which will result in additional energy savings.
- Upgraded Metasys controls to web based system
- Facilitated a number of kitchen equipment additions and rearrangements
- Initiated new Loading Dock design
- Initiated new exterior Centralized Freezer design
- Initiated design to relocate the Copy Center to the High School
- Replaced bathroom partitions in 2 science wing men's rooms
- Cleaned and re-stripped Field House rubber floor
- Installed perimeter security system in the Collins Center
- Replaced deteriorated concrete stairs at the Collins Center

SANBORN ELEMENTARY SCHOOL

- Replaced the second of two boilers.
- Roof snow removal
- Built paved emergency access walkways to emergency egress doors
- Installed snow guards on roof

SHAWSHEEN ELEMENTARY SCHOOL

- De-Leaded and re-painted 6 entryways and 12 doors
- Installed new roof drain at the Shawsheen modular building

SOUTH ELEMENTARY

- Installed access control and CCTV system
- Installed new ADA compliant playground
- Roof snow removal

WEST ELEMENTARY SCHOOL

- Reduced classroom HVAC noise levels for a hearing impaired student
- Replaced VCT tile in kindergarten corridor
- Installed snow guards on roof
- Roof snow removal

WEST MIDDLE SCHOOL

- Removed lab benches in rooms 307 and 308
- Reoriented chairlift to accommodate student's particular needs
- Replaced sound systems in Cafeteria and Hart Room
- Facilitated the relocation of the computer room to the Media Center
- Renovated Room 401, including addition of classroom unit ventilator
- Renovated classrooms 404 and 405, restoring them to original music room service
- Installed additional electrical outlets in nineteen (19) classrooms
- Subdivided Room A-1 for special needs student use
- Upgraded gas piping in kitchen to current code requirement and installed new equipment
- Roof replaced under the Green repair program (MSBA Grant)
- Gymnasium windows removed and replaced under the Green Repair program (MSBA Grant)
- Masonry re-pointing under the Green Repair program (MSBA Grant)

ALL SCHOOLS

- Selection of Pare Corporation to perform a Site Master Plan of all school sites except Bancroft and Shawsheen Schools. Items to be addressed include ADA compliance, lighting, drainage, site circulation, parking, muster areas, etc. This multi-year plan will result in a school site being reconstructed yearly.
- Fire alarm system testing and maintenance
- AHERA (bi-annual asbestos) inspections
- Screened and recoated all gymnasium floors

TOWN PROJECTS

BALD HILL STICKER FEE PROGRAM

- \$16,732 in revenue from permit sales in FY2011

BLANCHARD STREET

- Abatement and demolition of 3 Blanchard Street
- Bid for the design of the Blanchard Street Athletic Fields project

COMPUTERIZED MAINTENANCE MANAGEMENT SYSTEM (CMM)

- New vehicle maintenance software system implemented.

MEMORIAL HALL LIBRARY

- Installed new carpeting in all floors
- Designed reconfiguration and repair plan for handicap ramp and rear stairs
- Replaced underground oil storage tank
- Installed gas log in lobby fireplace
- Installed new gutters and snow guards
- Design for bidding for masonry repairs

PEARSON STREET PROPERTIES

- Ongoing support to temporary Youth Center building

PUBLIC SAFETY BUILDING

- Performed shooting range lead abatement

SENIOR CENTER

- New walk-in freezer installed
- Design completed and bid for interior folding partition adjacent to aerobic floor area

TOWN HOUSE

- Completed design work for window replacement

TOWN OFFICES

- Lintel repairs and masonry re-pointing - Ongoing

TOWN YARD

- Ongoing support to the Town Yard Task Force & Town Yard project

YOUTH CENTER

- Support with initial plan, design and cost estimate

NEW ROOFING WORK – INSTALLATIONS COMPLETED

- Memorial Hall Library – Slate roof
- Wood Hill/High Plain
- West Middle School replacement under the Green Repair program (Grant)
- Rec Park
- Pumps Pond
- Holmes Road building
- West Fire Station

PARKS & GROUNDS, CEMETERY and FORESTRY DIVISIONS

The three Parks & Grounds Divisions (Parks & Grounds, Cemetery and Forestry) are independent and interdependent. They operate under the supervision of one Superintendent and share some equipment and work together on special projects. The three divisions perform many tasks seemingly unrelated to their principal horticultural maintenance duties, such as providing support to parades and other holiday events, litter control, trash removal, recycling, flagpole maintenance, fence/gate/backstop repairs, drainage projects, snow removal and repairing park benches and tables.

PARKS & GROUNDS, FORESTRY AND CEMETERY STATISTICS

	<u>Schools</u>	<u>Town</u>
Man Hours	6,081	18,518
Labor & Materials	\$199,074	\$717,517
	<u>FY2011</u>	<u>FY2012</u>
Fields Revolving Fund Revenue	Actual	Estimate
	\$81,458	\$80,500

PARKS & GROUNDS DIVISION

This division maintains over 2.75 million square feet of ball fields and 1.4 million square feet of lawn areas located on all School and Town building sites and other Town properties including Ballardvale Playground, Upper and Lower Shawsheen, the Bowling Green, Town-owned parks, playgrounds and designated islands, triangles and other parcels throughout the Town. Ball fields are prepared (groomed and lined) for all secondary school athletic events. Turf maintenance consists of mowing, aerating, watering, over-seeding, liming, fertilizing and weed and insect control. This division also maintains small trees, shrubs and shrub beds on Town property and is responsible for snow removal at all Town buildings.

CEMETERY DIVISION

Spring Grove Cemetery on Abbot Street is owned and operated by the Town, contains approximately sixty acres and is approximately 75% developed. During 2011, there were 43 full burials, 23 cremations and 45 gravesites sold for total revenue of \$54,423. Cemetery operations and maintenance includes burials, mowing, trimming, turf care, pruning of shrubs and small trees, leaf pickup, Town-wide snow removal and other tasks, including grounds maintenance and special projects at other Town facilities.

FORESTRY DIVISION

The Forestry Division is responsible for the maintenance of all Town-owned trees. Forestry Division work includes: pruning trees, clearing storm damage, flat clearing areas of undesirable vegetation and removing obstructions at intersections and curves for improved visibility. The Forestry Division also performs roadside mowing throughout the Town, maintains the Bald Hill compost site and plows snow for the Department of Public Works.

2011 was an extremely trying year for Andover residents and Town employees as they dealt together with the wrath of Hurricane Irene and the Halloween Northeaster. The damage caused by Hurricane Irene was widely covered by the news media but the Halloween storm caused even more damage locally.

Following the Halloween Northeaster, the Forestry Division, with the help of the Parks & Grounds and Cemetery crews, worked with other Town Departments to address the unprecedented damage by assessing storm related tree hazards along 200 miles of roadways and School and Town facilities.

These three divisions cleared downed trees and limbs to reopen roadways and responded to more than 300 resident requests for tree, limb and debris removal. Working with the DPW they helped facilitate the removal of residential storm debris by opening two sites in Town for residents to dispose of storm debris from their yards.

The Plant & Facilities administrative staff supported these efforts, logging more than 230 resident calls and emails, offering contact information for NGRID, Verizon and Comcast and making calls when necessary for residents who were without power and/or telephone service.

PARKS & GROUNDS, CEMETERY and FORESTRY ACCOMPLISHMENTS

- Multiple fertilizer applications – Town and School fields
- Irrigation systems – performed spring and fall maintenance to all Town and School systems
- Applied diamond mix to all Town and School baseball diamonds
- Lower and Upper Shawsheen Field – aerated and seeded the field three times during growing season
- South School Fields and Wood Hill and High Plain Fields– aerated and seeded twice during growing season
- Snow removal at seven Town buildings
- Deicing all sidewalks at Town owned buildings
- Received Tree City USA designation for the twelfth consecutive year
- Removed ten hazard trees on Cemetery property, continued pruning of low hanging limbs throughout the Cemetery
- Responded to 146 requests for tree work from Town residents
- Responded to 22 emergency tree calls from the Andover Police Department
- Planted six new public shade trees during the spring of 2011
- Bald Hill Recycling Facility – Supervised site monitors and provided support to the composting operation, which produced 2,200 cubic yards of processed compost
- Coordinated the installation of the holiday decorations on Main Street (Nov. 2011)
- Celebrated Arbor Day on April 29, 2011 at Wood Memorial Park

- The Forestry Division mowed roadside vegetation along 35 miles of Town roads
- 22 stumps were ground out, the chips were removed and the areas were loamed & seeded
- Assisted the Department of Public Works with plowing during snow storms
- Repaved 2,300 linear feet of roadway at Spring Grove Cemetery
- Continued weed eradication program throughout the Cemetery grounds
- Continued shrub removal adjacent to head stones throughout the Cemetery grounds

VEHICLE MAINTENANCE DIVISION

The Vehicle Maintenance Division is supervised by a Superintendent, who is also responsible for purchasing and materials management for all Plant & Facilities operating divisions. This division provides maintenance to all Town and School vehicles and major pieces of equipment including fire apparatus, police cruisers, DPW trucks and heavy equipment, Plant & Facilities trucks and heavy equipment, Town/School emergency generators and other support vehicles. The Superintendent of the Vehicle Maintenance Division also coordinates the purchasing of all new Town vehicles.

VEHICLE MAINTENANCE ACCOMPLISHMENTS

- Implemented new fleet maintenance software system.
- Updated vehicle diagnostic software, yearly project.
- Provided preventive maintenance and general repairs to 155 Town vehicles, 63 major pieces of equipment, 18 emergency generators for School and Town buildings and 56 smaller pieces of equipment.
- Completed 1,028 work orders totaling 4,662 man hours and \$602,910 in labor and materials.
- Provided administrative support to vehicle purchases for Town departments.
- Supported the Department of Public Works snow removal operations (equipment maintenance, installation and removal of sander units and snow plowing).
- Maintained and repaired all fire apparatus, including assisting with federally-mandated inspections of the ladder trucks' hydraulic and pump systems.

VEHICLE MAINTENANCE STATISTICS

	<u>2009</u>	<u>2010</u>	<u>2011</u>
Gasoline	85,648	81,608	81,432
Diesel	<u>46,571</u>	<u>42,464</u>	<u>46,165</u>
Total Gallons	132,219	124,072	127,597

FACILITIES SERVICES DIVISION

The Facilities Services Division is managed by a Supervisor and is responsible for all Town custodial services, including support to the Library, Public Safety, Town House, Town Offices, and Senior Center. This division also schedules the use and rental of all School buildings, Town and School fields, and the Town House function hall for non-profit groups, private organizations, individuals, and Town and School activities. The Field House, Dunn Gymnasium, and fields at Andover High School and West Middle School are scheduled by the School Athletic Department.

FACILITIES SERVICES ACCOMPLISHMENTS

- Continued support to Town and School energy conservation initiatives.
- Continued program to improve custodial efficiency and cost savings with new labor saving equipment and cleaning products.
- Ongoing custodial training on methods and procedures.
- Coordinated meetings with leaders of all private youth sports and Town officials to support field maintenance, scheduled programs, and special projects.

RENTAL ACTIVITY

The rental numbers reflect the actual permits issued and entered into the accounting system. For every rental request received, a permit is issued and an invoice is generated.

SCHOOLS

School rentals continued to fill the ten schools in Town however, growth was seen in the Department of Community Services, Youth Services and School enrichment program uses. From December through April vacation only two schools were available for use in the evening. All schools are available for gym use only after 6:00PM and the open schools accommodate mostly Town and School programs. Weekend use of schools is not permitted during this timeframe.

FIELDS

Town fields were rented to capacity each season in 2011. The High School, Department of Community Services and Andover Youth Services programs continued to expand. All Youth and Adult Leagues were once again asked to maintain their programs at their current size, as there is no field space available for program expansion.

ANDOVER TOWN HOUSE

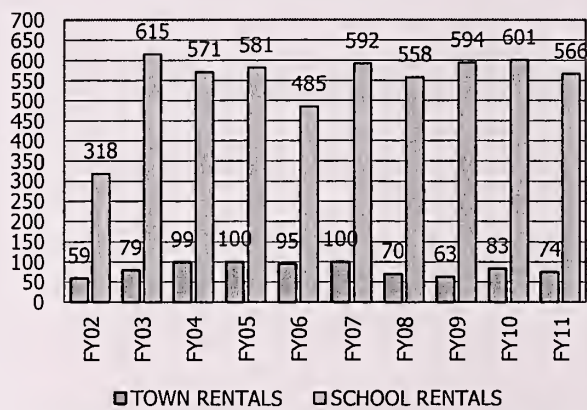
The function hall at the Andover Town House is available for rental seven days per week. In addition to various private rentals, the Department of Community Services is the most frequent weekday user, and also uses the hall for various evening and weekend events. Andover Youth Services regularly schedules concerts, dances, and other events at the Town House. The Andover Senior Center also hosts social events at the Town House each year.

FACILITIES SERVICES STATISTICS

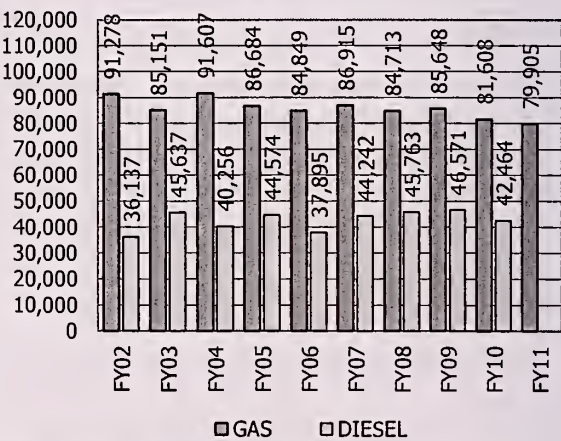
	<u>2009</u>	<u>2010</u>	<u>2011</u>
Schools	594	601	566
Town Buildings	63	83	74
Fields	<u>73</u>	<u>63</u>	<u>58</u>
Total Permits Issued	730	730	698

PLANT AND FACILITIES STATISTICS

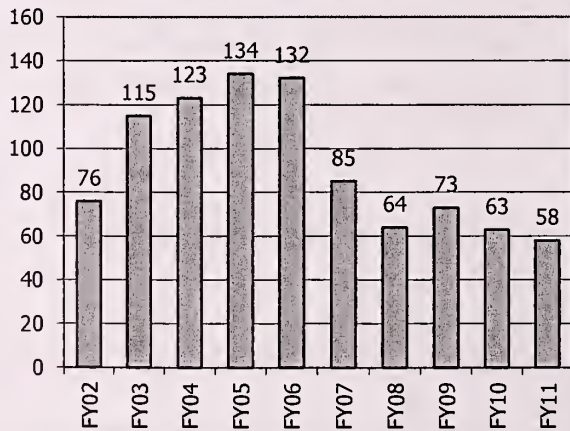
BUILDING RENTAL PERMITS



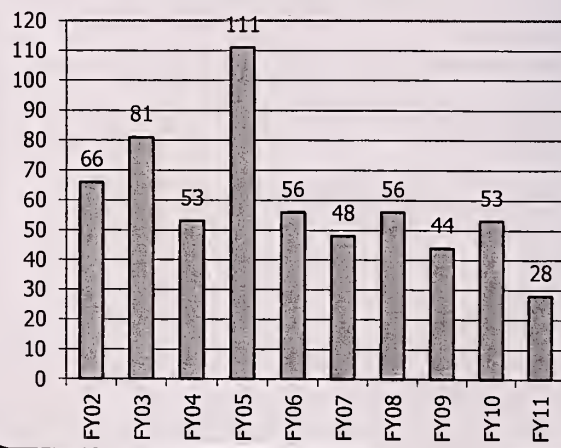
VEHICLE FUEL CONSUMPTION



FIELD RENTAL PERMITS
(Excludes Rec Park as of FY07)



SALE OF GRAVE SITES



DEPARTMENT OF PUBLIC WORKS

The mission of the Department of Public Works is to continuously improve our quality of life by providing the finest potable water, state-of-the-art disposal of our wastes (liquid and solid) and provide safe travel on our road network.

ENGINEERING DIVISION

The Engineering Division performed work in 2011 for various construction projects such as: sewer construction on Lincoln Street, parking lot construction on Pearson Street, drainage improvements off Mary Lou Lane, design of upcoming sewer and drainage improvements on Williams Street and drainage improvements on Summer Street, Salem Street and Jenkins Road.

Assistance was provided to the Highway Division during road paving work, various drainage, and sidewalk repairs and also to the Water/Sewer Division during various water and sewer repairs including construction of water main replacement on Burton Farm Drive and Tanglewood Way.

Work was also performed to continue implementation activities as part of the Town-wide program required for compliance with EPA's Phase II Stormwater Management regulations, activity reports from various Town departments involved in the program were documented and utilized for preparation of the annual Stormwater Management report which was submitted to the EPA in April.

Maintenance of the GIS system was performed to continue development of the drainage, water and sewer utility layers and various maps were created for other Town departments.

The design of proposed roads and utilities on new Subdivision and Site Plans were checked for the Planning Board and inspections of road and utility construction was performed in new developments such as: Avalon at St. Claire, Taylor Cove, Crystal Circle and Northfield Commons. Plans for the Bancroft Elementary School replacement were reviewed for proposed site and utility construction.

Street opening permits for the installation and repair of various underground utilities by Columbia Gas Company, Verizon, National Grid, Comcast and other private contractors were issued and utility markouts and inspections were performed. This year included new gas mains on River Road, Stevens Street, Haverhill Street, Morton Street, Shawsheen Road and several other locations. Also, State-mandated Trench Permits were issued as required for various trench excavations.

The Engineering Division also provided and maintained records of various utilities, street excavations, residential and industrial site development, street layouts and CH90 road paving.

ENGINEERING DIVISION STATISTICS

		2009	2010	2011
Storm Drain Design & Construction (ft.)		1,507	1,274	895
Sewer Main Design & Construction (ft.)		0	210	1,196
Water Main Design & Construction (ft.)		0	4,000	5,160
Sidewalk Design & Construction (ft.)		330	324	390
Streets Resurfaced (miles)		4.7	5.6	3.8
Street Opening Permits Issued & Inspected		179	291	157
Subdivision/Site Plans reviewed (# plans/# lots)		14/35	8/18	11/11
Subdivision/site Construction Inspections/Tests:				
Water mains (ft.)		4,381	3,539	5,724
Sewer mains (ft.)		694	1,796	974
Drain lines (ft.)		454	3,434	6,569
Sidewalks (ft.)		1,314	638	1,410
Roads Paved:		1,152	4,086	2,421
		1,993	469	1,516
GIS utility layer edits		10	13	10
Trench Permits issued (new 2009)		49	70	46

HIGHWAY DIVISION

The Highway Division is responsible for road maintenance which includes rebuilding and resurfacing approximately 200 miles of existing roads. The Division is also responsible for the maintenance of the Town's sidewalk infrastructure.

During the Fall, Spring and Summer months, two sweepers are continuously kept busy cleaning Winter sand off all streets and cleaning road construction areas. A few days per week the sweepers start work at 5:00 A.M. to take advantage of low traffic and parking conditions especially in business areas.

The Division also assists the Engineering Division in inspecting new roads prior to acceptance as public ways. The Division is responsible for the cleaning and maintenance of all storm water culverts and drainage systems including catch basin and pipe cleaning as well as maintenance of water courses on public property impaired by beaver dams.

The Highway Division is the lead agency responsible for snow and ice removal and flood control measures – other Town divisions assist in these operations.

HIGHWAY DIVISION STATISTICS

	2009	2010	2011
Number of streets resurfaced	8	6	14
Total number of miles of road resurfaced	4.7	4.95	5
Total number of feet of curbs constructed	13,500	10,000	2,175
Catch basins cleaned	1530	1781	1903
Storm drains/culverts cleaned	189	226	89
Catch basins repaired	61	72	58
Storm drains repaired	18	32	26
Snow storms	10	5	8
Sanding events	18	14	16
Signs repaired/installed	338	259	124
Masonry wall repairs	17	6	8
Sidewalk Design & Construction (lf)			4750

WATER TREATMENT PLANT

During 2011, the treatment plant processed more than 2.6 billion gallons of water – a daily average of 7.23 million gallons – to produce over 2 billion gallons of finish water delivered to the distribution system. To augment available water supplies, 1.4 billion gallons were diverted from the Merrimack River to Haggetts Pond through the Fish Brook pump station. The Fish Brook station was online for a total of 189 days over the course of the year. The chart below illustrates the breakdown of total water consumption.

WATER TREATMENT PLANT STATISTICS

	2009	2010	2011
Gallons of water treated (in billions)	2200	2548	2.640
Average daily gallons pumped (in million gal.)	6.2	6.9	7.2
Maximum day (in million gallons)	11.56	13.70	13.57

The Treatment Plant staff partnered with the Executive Office of Energy and Environmental Affairs and U.S.EPA, in their Energy Management Round Table for Water Utilities. As a result of this partnership the Water Treatment Plant was named a Leader in Energy Efficiency and Clean Energy, by both agencies. An energy evaluation was performed system wide in cooperation with National Grid, which will result in an energy management and efficiency plan to optimize energy use and costs in the years ahead.

The Water Treatment Plant Laboratory maintains yearly State Certification for potable and non-potable water analyses for chemical and biological testing and analyzes over 1000 revenue generating samples per year for neighboring towns while reporting hundreds of in-house results.

During the 4 compliance periods of 2011, all state required water testing was completed with no violations. This testing included volatiles organic compounds, secondary contaminants, synthetics organic compounds, disinfection byproducts, perchlorate, nitrites, nitrates, inorganic contaminants and bromate. Weekly bacteria testing of the treated water and distribution system were all negative for microbiological contaminants including total coliform and E. Coli.

The Treatment Plant is also a member of the Northeast Merrimack Valley Chemical Consortium, a group of over 40 cities and towns combining their buying power to order treatment chemicals in bulk for much lower prices.

All operators maintained current licensing, including five operators holding 4C licenses, three holding 4T licenses and two holding 3D licenses. Mandated five year review and update of the Drought Management Plan and Emergency Response Plan were completed. In 2011, major projects completed included replacement of emergency lighting systems, battery back up systems, and fire alarm panels system wide. Total replacement of two pre-treatment unit sludge collection systems was also completed.

WTP staff also held seats on the New England Water Works Association (NEWWA) Disinfection Committee, Residuals Committee and Safety Committee, as well as contributed to classes offered by NEWWA on various pertinent topics. WTP staff also collaborated with the Greenscapes North Shore Initiative to bring the Greenscapes 2010 Program to Andover in fulfillment of Water Management Act and Stormwater Management requirements.

	cu.ft	gallons	Percent Usage	Percent Change
Residential	98,756,937	738,701,889	40%	-11.21%
Commercial	39,646,909	296,558,879	16%	-5.78%
Industrial	38,745,753	289,818,232	16%	-7.20%
Irrigation	23,730,104	177,501,178	10%	-18.35%
Agricultural	67,450	504,526	0.03%	-24.79%
Municipal	1,290,432	9,652,431	1%	-53.27%
North Reading	45,616,446	341,211,016	18%	5.88%
Total	247,854,031	1,853,948,152		-8.22%

WATER DISTRIBUTION

The Water Distribution Division consists of six (6) licensed distribution operators that are responsible for the maintenance and repair of the water infrastructure. The distribution system consists of 250 miles of water mains, 6" to 24" in diameter, 2,100 fire hydrants for fire suppression service, 11,000 water service accounts, 4,800 water gate valves and 5 water storage tanks.

WATER DISTRIBUTION STATISTICS

	2009	2010	2011
Hydrants Repaired	189	150	172
Hydrants Replaced	9	9	14
Hydrants Inspected & Serviced	275	210	246
Hydrants Flushed	230	167	275
Water Main Breaks Repaired	26	18	13
House Service Leaks Repaired	15	11	11
House Services Renewed	16	20	11
New Water Meter Accounts/Installations	68	39	41
Old Water Meters Replaced (Town)	121	28	440
Water Meters bench checked	12	6	4
Water Shut Offs/Turn On	285	418	105
Gate & Service Boxes Adjusted	96	33	141

SEWER DIVISION

The Sewer Division is responsible for the operation and maintenance of thirteen (13) wastewater pumping stations and the entire system of sanitary sewers. The sewerage system includes 150 miles of sanitary sewers, 6,200 connections and 3,300 sewer manholes. The raw sewage discharge from the Shawsheen Village Pumping Station is transported by means of a force main and 48" gravity system through the City of Lawrence to the Greater Lawrence Sanitary District's Regional Treatment Plant in North Andover for treatment.

SEWER STATISTICS

	2009	2010	2011
Sewer Main Blocks Cleared	6	4	6
Sewer Main Rodded – Regular Maintenance	140	62	137
Sewer Mains Repaired/Replaced	2	2	6
Sewer Mains Rodded - leased Flusher	32	43	49
Sewer manholes repaired /replaced			5

SOLID WASTE / RECYCLING

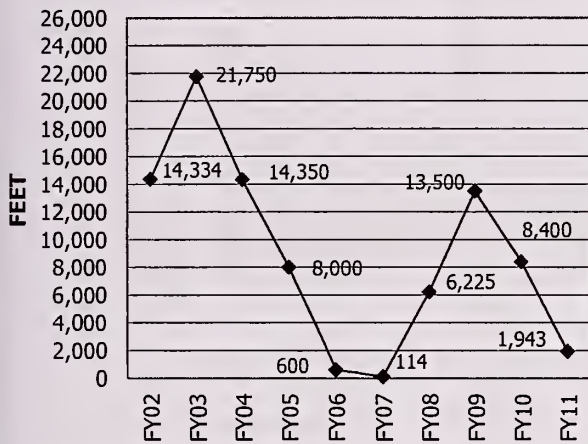
Andover's refuse is transported and processed at the Regional Waste-to-Energy Plant, Wheelabrator, located in North Andover, where the refuse is incinerated to generate electricity. The Solid Waste Division oversees the mandatory curbside recycling program for newspapers/magazines, junk mail, office paper, cardboard, telephone books, paperboard, steel/tin metal containers, glass, #1 thru #7 plastics and aluminum containers. The Town negotiated to earn a paper credit when the New England index ("Yellow Sheet") price for news #6 is above \$30/ton. We earned a total credit of \$31,216 last year.

SOLID WASTE / RECYCLING STATISTICS

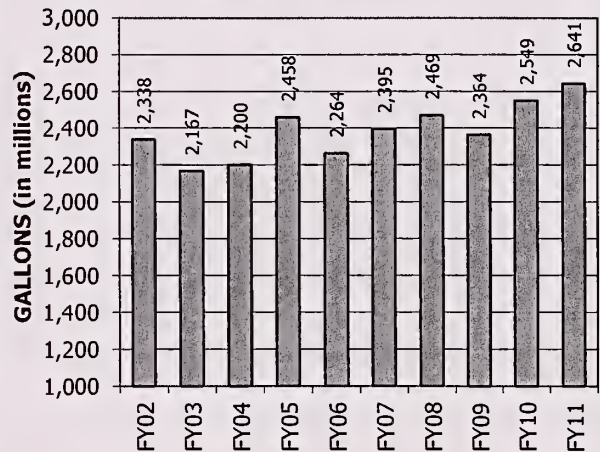
	2009	2010	2011
Tons of residential refuse collected	9,874	9,867	9,506
Tons of mixed residential paper	2,185	1,917	2,189
Tons of corrugated containers	350	332	340
Tons of glass recycled	896	898	1,020
Tons of steel/tin containers recycled	53	53	60
Tons of #1 thru #7 plastics	53	53	60
Tons of aluminum materials	53	53	60
Tons of leaves & grass clipping composted	6,875	6,525	6,675

PUBLIC WORKS STATISTICS

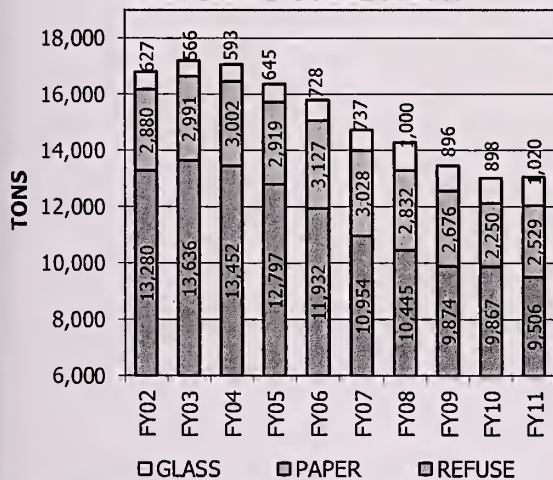
STREET BERM CONSTRUCTION



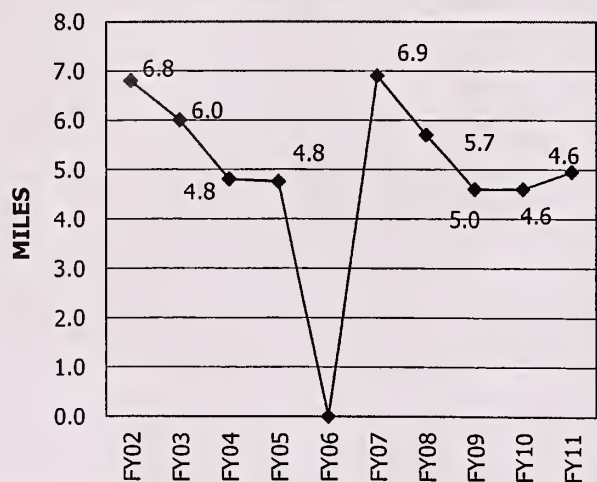
WATER TREATED



SOLID WASTE & RECYCLING COLLECTION

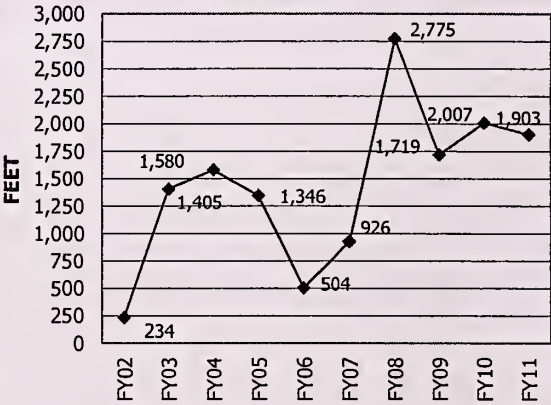


STREET RESURFACING

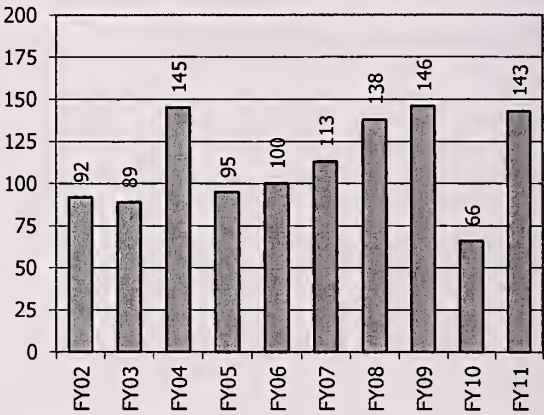


PUBLIC WORKS STATISTICS

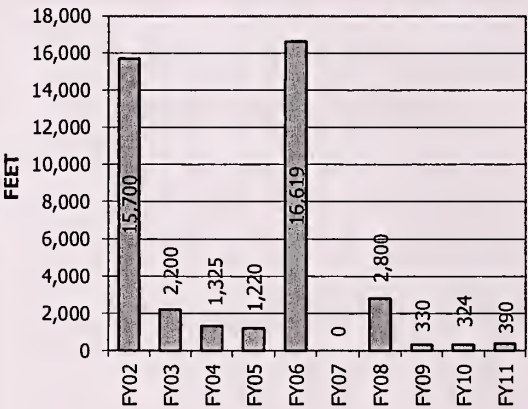
**BASINS, DRAINS & CULVERTS
CLEANED**



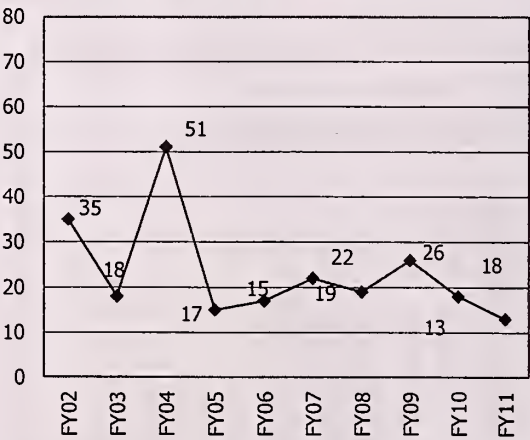
SEWER MAINS CLEANED & MAINTAINED



SIDEWALKS CONSTRUCTED



WATER MAIN BREAKS REPAIRED



MEMORIAL HALL LIBRARY

Memorial Hall Library is a community partner dedicated to helping the Town of Andover and its citizens realize their full potential. Library patrons experience Memorial Hall Library as a responsive, vital resource meeting their individual needs and offering a memorable and personal library experience. Lives are enriched through a lifelong relationship with ideas, art, literature, information and technology.

2011 was an exciting year of change for the Memorial Hall Library. The year ended with sharply increased circulation and a beautifully renovated main Reading Room. The Library's increasing usage, both in terms of items circulated and number of visitors, is due to the following factors:

- An improved main Reading Room with the addition of a new paint color, outside views, new face-out book shelving, improved magazine shelving, comfortable chairs and additional tables;
- The convenience of shelf-pickup of holds and self-checkout of materials;
- More available parking spaces;
- Increased awareness of what the Library has to offer due to the huge influx of visitors during the Halloween snowstorm in October;
- Removal of DVD rental fees;
- More customer-friendly circulation policies;
- Quality programming for children, teens and adults; and
- A new MVLC-shared automation system which offers improved patron account features.

OTHER NEW SERVICES/

IMPROVEMENTS

Working fireplace
Projection improvement in Memorial Hall
Re-landscaped the Main Street entrance
New DVD and paperback shelving
Improved display and access to magazines

VERY POPULAR SERVICES

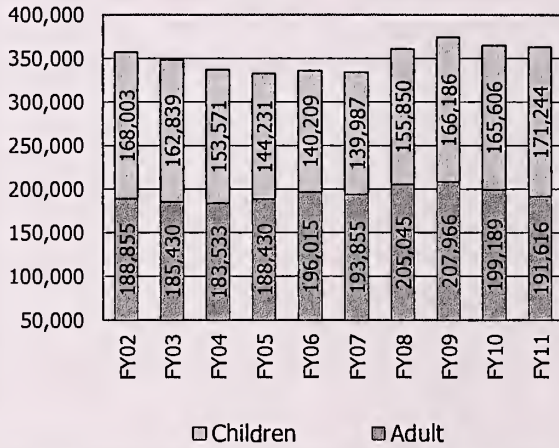
Ability to place requests in the online catalog
Teen/Children's collections and programs
Museum Passes
Downloadable content
Public computers

LIBRARY DATA

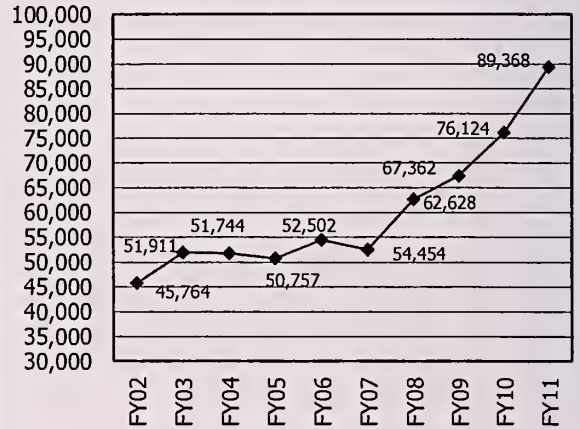
	<u>2009</u>	<u>2010</u>	<u>2011</u>
Total Items	253,511	253,391	237,978
Circulation	530,425	509,284	505,204
Attendance	407,121	445,861	452,075
Adult/Teen Programs	312	299	293
Attendance	7,539	7,020	6,691
Children's Programs	445	461	473
Attendance	8,133	8,884	10,476
Reference Transactions	67,362	67,195	65,961
Computer Signups	73,570	76,124	89,368
Number of Volunteers	242	242	148
Use of Meeting Rooms	749	692	687

LIBRARY STATISTICS

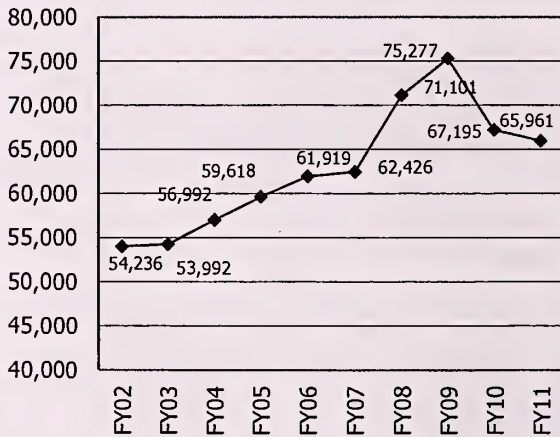
BOOKS & PERIODICALS



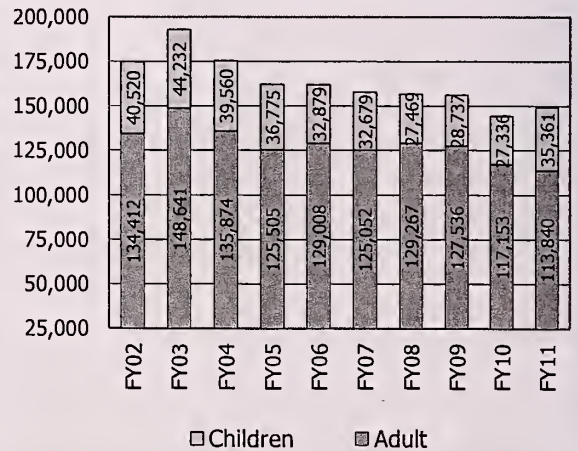
PC & INTERNET USE



REFERENCE QUESTIONS



NON-PRINT CIRCULATION



DEPARTMENT OF INFORMATION TECHNOLOGY

The mission of the Department of Information Technology is to act both as a catalyst for innovation as well as to provide planning, coordination and management in all areas of information systems and technologies in support of the operational missions of all Town of Andover departments and the Andover Public School District.

The Department of Information Technology provides centralized information and technology support and services to all Town departments and the Andover Public Schools. The central IT Department is led by the Chief Information Officer (CIO) who reports to the Town Manager and the Superintendent of Schools.

Accomplishments for 2011 include:

- Completed the hiring of the new Chief Information Officer.
- Completed the organization and technological integration of Town, School, Library and Public Safety IT teams and networks.
- Introduced iPad technology into several classrooms to develop a pilot for enhanced digital learning.
- Developed a preliminary strategic IT plan.
- Initiated an on-line service call tracking system.
- Completed negotiations for lowering the cost of ownership for all Microsoft technology.
- Completed the transition of the Town/School accounting system to Microsoft database platform.
- Introduced the MIMAP GIS portal.
- Continued the expansion of classroom “Smartboard” technology initiative.
- Consulted with Department Heads, School Administrators and IT staff on a regular basis to identify, address and plan for department and program specific technology needs.

COMMUNITY DEVELOPMENT & PLANNING

BUILDING DIVISION

The mission of the Building Division is to ensure the health, safety and welfare of the Town's residents and visitors, as well as to protect the value of the historic district and historic structures in the Town through the enforcement of State and local laws, by-laws and regulations.

The Building Division is charged with the enforcement of The Commonwealth of Massachusetts Building Code, 780 CMR, Architectural Access Board Rules and Regulations, 521 CMR, The Zoning Act, Chapter 40A of the Massachusetts General Laws, the Andover Zoning Bylaw, Article VIII, Section 33, Demolition of Historically Significant Buildings, Section 36, BallardVale Historic District Bylaw and Section 37, Chimneys, of Article XII of the Town of Andover Code of Bylaws, as well as other applicable Town and State laws and regulations. The Building Division reviews all documentation (plans and specifications) submitted with applications for permits and issues all permits required for construction and other applicable activities for which permits are required by law. The Division performs all required site inspections as well as Code mandated safety inspections. The Building Division responds to customer inquiries, complaints and emergencies. Finally, the Building Division assists other Divisions of the Department of Community Development and Planning, as needed, in their permit processing and enforcement and attends, when necessary, Zoning Board of Appeals, Planning Board and other Commission meetings.

BUILDING DIVISION STATISTICAL INFORMATION

Permit Type	2009	2010	2011
New Dwellings	16	25	36
Additions/Alterations to Single Family Dwellings	755	909	950
New Multi-Family Dwellings	1	3	1
Additions/Alterations to Multi-Family Dwellings	10	14	13
New Commercial & Industrial Buildings	1	2	0
Additions/Alterations to Commercial and Industrial Buildings	129	109	120
Schools/Public Buildings	20	14	11
Swimming Pools	11	18	21
Signs, Chimneys, Woodburning Stoves, Raze Permits	71	92	78
Certificates of Inspection	59	50	42
Zoning Verification	118	97	108
Total Fees Collected	\$739,696	1,076,325	872,836
Total Estimated Value	\$55,919,813	\$80,596,147	\$64,597,352

ELECTRICAL

The purpose of the Massachusetts Electrical Code is safeguarding the general public and property from the hazards arising from the use of electricity. The Electrical Inspector is responsible for reviewing and granting permits and scheduling inspections on a daily basis for residential, commercial and industrial jobs, assisting the Police and Fire Departments in the investigation of accidents and fires. Electrical work includes, but is not limited to, wiring for lighting, power, fire alarms, security alarms, telephone and other similar devices, installation of equipment for emergency power, generators, transformers, switch gear equipment, panel boards and similar equipment. The Electrical Inspector also reviews violations of the Electrical Code and inspects the corrective work for protection of the users and cooperates with the various electric companies that service the area.

	<u>2009</u>	<u>2010</u>	<u>2011</u>
Electrical Permits	911	1151	1304
Fees Collected	\$83,474	\$127,209	\$149,076

PLUMBING AND GAS

All plumbing and gas fitting installations are controlled through enforcement of the Commonwealth of Massachusetts State Uniform Plumbing and Gas Code, formulated by the Board of State Examiners of Plumbers and Gas Fitters under Massachusetts General Laws, Chapter 142.

The Plumbing and Gas Inspector issues permits for the installation of gas piping, plumbing and sewer installations and repairs. The Inspector assists the Fire Department with gas related fire emergencies. Inspections are conducted as necessary to ensure public safety and compliance with State Codes. Complaints and violations are also investigated and corrected or reported to the proper authorities.

	<u>2009</u>	<u>2010</u>	<u>2011</u>
Plumbing Permits	533	696	698
Plumbing Fees Collected	\$34,199	\$46,732	\$49,230
Gas Permits	458	625	637
Gas Fees Collected	\$23,111	\$33,089	\$34,969

CONSERVATION DIVISION

The mission of the Conservation Commission is to protect Andover's natural resources and to act as trustees in perpetuity of the Town's conservation land.

The Conservation Division is responsible for the protection of Andover's rivers, lakes and wetlands and provides staff support to the Andover Conservation Commission. The Commission's principal duties include enforcement and administration of the Massachusetts Wetlands Protection Act and the Andover Wetlands Protection Bylaw (regulation of residential, industrial and commercial development activity in or near flood plains, water bodies, and wetland areas). The Commission also is responsible for the acquisition and maintenance of Town-owned Conservation Land. The Conservation Commission consists of seven volunteer members who are appointed annually by the Town Manager to staggered three-year terms.

In the coming year, the Commission and Conservation Overseer Coordinator will host a meeting for the network of Conservation trail volunteers. The Commission will continue to work on restoration of the Shawsheen River including opening the lower reaches by removing the Balmoral Dam in Shawsheen Square. The Commission is currently looking into improving the public access and enjoyment areas along the Merrimack River, the passive recreation interests of the conservation land on the former Reichhold site and other Town reservations.

Conservation Land Improvement & Community Outreach

The Conservation Division had a great year for land improvement of our nearly 2000-acres of Conservation Land. Volunteers cleared new trails and re-opened others throughout our Reservations. The Commission is currently working with local dog owners to establish a dog walking park on High Plain Road.

The Commission continues to enjoy one of the largest partnerships with local scout organizations in the state. This year several advanced Scout projects were completed including the construction of a sixty foot bridge at the new Foster's Pond Reservation, a new 100-foot boardwalk was constructed at Rachel Road, benches were installed on Fishbrook North, cleanup was completed in the park at Rogers Dell and a Tewksbury Boy Scouts Troop built new benches at Pole Hill. There are currently a total of eight Eagle Scout projects and three Girl Scout Golden projects scheduled for 2012. The Commission built several rustic camping areas for the Boy Scouts, Girl Scouts and other group programs and has established a popular monthly overnight camping series that is open to the general public. With the assistance of volunteers from the South Church, the Free Christian Church, students from Phillips Academy and the Pike School and the Andover Trails Committee, new community pathways have been built on several reservations under the supervision of the Commission's Special Project Manager Robert DeCelle.

<u>CONSERVATION DIVISION STATISTICS</u>	2010	2011
CONSERVATION COMMISSION MEETINGS	27	23
PUBLIC HEARINGS & PUBLIC MEETINGS	131	142
ABBREVIATED NOTICE OF RESOURCE AREA DELINEATION	2	3
ORDERS OF CONDITIONS ISSUED	16	26
AMENDED ORDER OF CONDITIONS ISSUED	2	3
CERTIFICATE OF COMPLIANCE ISSUED	26	14
DETERMINATIONS OF APPLICABILITY ISSUED	54	46
EXTENSION PERMITS	17	1*
NOTIFICATION OF SATISFACTORY COMPLETION OF WORK	22	21
FINDINGS OF SIGNIFICANCE ISSUED	14	19
ENFORCEMENT ORDERS ISSUED	6	20
EMERGENCY CERTIFICATIONS	5	16
APPEALS	-	6
SUPERIOR COURT APPEALS	-	3
CESSATIONS	-	8
OVERSEER APPOINTMENTS	-	10
ACRES OF CONSERVATION LAND ACQUIRED	14.5	0
WETLAND FILING FEES COLLECTED	\$16,775	\$13,000
FINES (TICKETS) COLLECTED	\$3,000	\$200

*Note: This figure is low due to the fact that the State's Permit Extension Act was signed into law extending any existing permit or those in effect between August 15, 2008 through August 15, 2010, therefore, granting a two year automatic extension by the Commonwealth of Massachusetts.

HEALTH DIVISION

The mission of the Andover Board of Health is to promote and protect the public health including the physical, mental, emotional and social wellness of all the people.

The Health Division is responsible for ensuring the protection of the public and environmental health. The inspectional staff supervises the inspection and public health education programs in matters dealing with the State Sanitary Code and the State Environmental Code, including complaint investigation, wastewater disposal, food safety, swimming pool operations, recreational camp programs, and many other services. The Public Health Nursing staff is primarily responsible for all medical clinical administrative matters, including communicable disease investigations, vaccination programs, and health promotion programs. The Director of Public Health serves as staff supervisor, ensuring that public health programs are offered in a coordinated manner, and is the liaison to various boards. The Director designs, programs, and implements policies as proposed by the Andover Board of Health to meet the health needs of the community. The Board of Health consists of three volunteer members appointed by the Town Manager for staggered three-year terms.

Issues of note from 2011 include:

- The Public Health Nurses continues their successful Shingles Vaccination Program through a generous grant from the Andover Home for Aged Persons. This program has served over 585 residents over the age of 60 and has been held out as an example to area communities.
- The Health Division is the host agency for the Greater River Valley Medical Reserve Corps which is part of the National Citizen Corps Program. There are approximately 196 volunteers from the seven-member communities who assist with health-related responses in the community.
- A poor economy often makes the Division's job harder as residents and businesses defer routine maintenance due to financial issues. This result is the need for more enforcement action.

HEALTH DIVISION STATISTICS

	<u>2009</u>	<u>2010</u>	<u>2011</u>
Board of Health Meetings	12	12	11
Plan Reviews	243	269	263
Food Inspections	453	278	416
Environmental Inspections	346	322	284
Complaints Received	114	138	126
Administrative Hearings	2	4	4
Total Permits Issued	1337	1309	1438
Fees Collected	\$140,034.48	\$145,244.11	\$134,255.03

<u>HEALTH CLINIC STATISTICS</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>
Outreach Clinics	20	21	20
Attendance	209	236	213
Senior Center Clinics	50	51	49
Attendance	531	544	478
Office Visits	280	255	235
Home Visits	27	20	10
Recreational Camps for Children/Clinical Inspection	21	18	17
Influenza Immunization	3485*	1776	1893
Pneumonia Immunization	13	20	6
Cholesterol Screening Clinics	5	3	4
Cholesterol Screening Attendance	25	27	24
Mantoux Tuberculin testing	11	12	15
Positive Reactor Follow Up	1	8	16
T.B. Clinic Case History, Appts. & Follow-Up	17	31	54
Latent T.B. Infection Reports	11	27	35
Zostavax (Shingles) Vaccine Clinics Attendance	78	80	92

*(Influenza Immunization figures include H1N1 immunizations.)

COMMUNICABLE DISEASES

Animal Bites	25	31	33
Babesiosis	1	1	0
Chicken Pox	11	8	5
Campylobacter	7	5	12
Cryptosporidiosis	1	3	3
Dengue Fever	0	1	1
E.coli 0157.H7/Shega toxin	1	1	1
Ehrlichiosis/HGA	3	6	6
Giardia	3	5	3
Hepatitis A	1	0	0
Hepatitis B	6	10	14
Hepatitis C	13	14	20
Influenza A	14	1	4
Invasive gr A Strep	0	1	2
Legionellosis	0	1	1
Lyme Disease (Confirmed/Probable)	44	39	17
Lyme Disease (Suspect)	76	27	55
Meningitis (Viral)	0	2	1
Pertussis	1	0	2
Salmonella	9	6	5
Strep Pneumonia	3	2	2
Group B Strep	1	0	3
Tuberculosis (Active)	1	0	1
Tuberculosis (Suspect)	0	1	2
Yersiniosis	0	0	2
Suspect Disease Requiring Follow-up	14	26	22

HEALTHY COMMUNITIES TOBACCO CONTROL PROGRAM

The Healthy Communities Tobacco Control Program is a State-funded entity. The Program is a collaborative made up of Boards of Health from surrounding communities charged with the responsibility of enforcing State tobacco regulations and laws and Andover's bylaws that prohibit the sale of tobacco products to minors. With Andover as the lead agency, the collaborative recently grew with the latest round of funding and membership now includes Amesbury, Billerica, Dracut, Georgetown, Groveland, Haverhill, Lynnfield, Methuen, Middleton, Newbury, Newburyport, North Andover, North Reading, Rowley, Salisbury, Tewksbury and Topsfield.

Previous funding allowed for quarterly checks to ensure that retailers were not selling tobacco products to minors, however, current funding now only allows for checks to be conducted once a year along with physical inspections of the retailers.

GREATER LAWRENCE BIOTERRORISM PREPAREDNESS COALITION

The Greater Lawrence Public Health Coalition is comprised of seven community health departments including Andover, North Andover, Lawrence, Methuen, North Reading, Reading and Lynnfield working together to improve both regional and community capability to respond to public health emergencies. The Town of Andover serves as the fiscal agent for the Coalition. In February of 2012, Reading left the coalition, and in August of 2012, Wilmington will join it.

Coalition activities are funded by the Centers for Disease Control (CDC) Cooperative Agreement on Public Health Preparedness and Response for Bioterrorism through a grant awarded by the Massachusetts Department of Public Health. Additionally, the coalition continues to speak regionally to public health issues, including food protection, housing issues and vector borne diseases.

GREATER RIVER VALLEY MEDICAL RESERVE CORPS

The Greater River Valley Medical Reserve Corps (GRV MRC) was formed in 2007 and consists of the same seven communities as the Preparedness Coalition. The Medical Reserve Corps is a component of the Federal Citizens Corps and local units, such as the GRV, exist to assist communities in both emergency and non-emergency situations. Units are community-based and function as a way to organize and utilize both medical and non-medical volunteers. These volunteers supplement existing local emergency and public health resources. Activities are funded by grants from the CDC, Massachusetts Department of Public Health and other National/Federal grant sources. The GRV MRC currently boasts a membership of approximately 196 volunteers.

PLANNING DIVISION

The mission of the Planning Division is to ensure the orderly growth and development of the Town through sound planning practices and through the implementation of the recommendations of the Master Plan.

Economic Development

Downtown: The Planning Division implemented several downtown initiatives: Amended parking regulations in the General Business and Mixed Use Zoning District to be more flexible and business friendly. Downtown welcomed several new businesses: Orange Leaf, Nest, LeBlanc's Fine Wine, Festejos Decorations, the Ivory Corset and Bobbles and Lace.

Town Yard: The Planning Division's long range economic initiatives for the downtown include the Town Yard relocation and redevelopment project. The Town Yard Task Force (created in 2007) is charged with evaluating the reuse and redevelopment of the Town Yard and to consider relocating the existing facility that is in very poor condition. Utilizing grant funds, consultant's evaluated the property, the market, and potential redevelopment. The final report recommends relocating the existing facility and to prepare the area for redevelopment through a controlled process that reflects the character of a Central Business District. Please visit the website: <http://andoverma.gov/planning/townyard/> for more information.

Economic Development Council: An Economic Development Council (EDC) will be appointed in 2012. The EDC will be charged to develop and implement a proactive economic development strategy that addresses issues relating to economic development, business retention and job creation. Their focus will be to ensure that businesses thrive in Andover as well as attract businesses interested in locating here. The Council will be comprised of business and building owners and managers.

Housing

The Board of Trustees for the Affordable Housing Trust Fund (AHTF) awards approximately \$60,000 each year in grant money through efforts of the Planning Division and the North Shore HOME Consortium. Since inception, over \$245,000 has been awarded to Andover and has created 10 permanently affordable housing units scattered throughout Town. The Planning Division continues to monitor the existing affordable housing stock so that units are not lost. Each time there is a resale of an existing affordable unit, the Planning Division is actively involved to maintain Andover's official Subsidized Housing Inventory with the State.

Franciscan Overlay District

To help manage change and provide for the immediate and future needs of the aging population, the Andover Planning Board and Board of Selectmen seek to study the feasibility of creating an overlay zoning district encompassing the present Franciscan Center and abutting properties along River Road. With over 8,600 of the 34,000 residences in Town being over 55 years of age, the Town has a unique opportunity to proactively address the community need of providing housing alternatives.

The Task Force has been charged to foster and develop an overlay district for the present Franciscan Center and abutting properties along River Road. The district shall closely examine key issues affecting the aging population; alternative housing options, affordability, existing zoning & constraints, economic development, transportation, impact to community services, protection of sensitive habitat and neighborhood & building character.

Sustainability

In collaboration with the Andover Green Advisory Board and the Plant & Facilities Department, the Planning Division has organized an in-depth investigation of leasing municipal land for solar energy facilities. An agreement would allow for the installation of ground mounted solar photovoltaic on several strategic Town-owned properties at no cost to the Town with the opportunity for substantial financial return. In addition to the financial benefits, the Town's "Solar Team" is extending the reach of this project by working with the Sustainable Andover Internship Program. Interns are developing a curriculum to be shared with all Andover schools and other communities.

Master Plan

The Planning Division worked towards the adoption of the new Master Plan in January, 2012 following two years of research, meetings and planning. The Master Plan was created in-house by staff, the Planning Board and a Steering Committee. The updated Master Plan describes the Town's vision for the future and establishes a foundation for future growth. It will be used to prioritize action items, a plan for change and contain sections on Community Sustainability, Public Health and the Environment. Boards and Commissions will use the Master Plan as a framework for decision making.

Planning Division – General Responsibilities

The Planning Division staff worked on Open Space Preservation, created Geographical Information System (GIS) maps for various Town departments, negotiated with numerous subdivision and site plan proposals to achieve the best possible development on the Town's diminishing vacant lands, continued to encourage Low Impact Development techniques for all new development proposals to enhance compatibility with existing neighborhoods and mitigated environmental impacts to the greatest extent possible. In 2011, the Planning Board held 21 public meetings and advertised and conducted 30 Public Hearings. Revenues collected in 2011 totaled \$8,992.

ZONING BOARD OF APPEALS

The Andover Zoning Board of Appeals is authorized to function under the General Laws of the Commonwealth of Massachusetts, Chapter 40A, applicable sections of Chapter 40B and the Town's Zoning Bylaw. The Board meets on the first Thursday of each month in The Hall, 2nd Floor, Memorial Hall Library, 2 North Main Street, Elm Square. The Board of Selectmen appoints five regular members and four associate members. The public hearings by the Board are the result of applications in the following areas:

- A Variance from the requirements of the Zoning Bylaw;
- A Special Permit under the Zoning Bylaw;
- A person aggrieved by the decision of the Inspector of Buildings or other Administrative Official;
- A modification or an extension of a decision; or
- Permission to construct low or moderate income housing within the Town (Comprehensive Permit M.G.L. Chapter 40B).

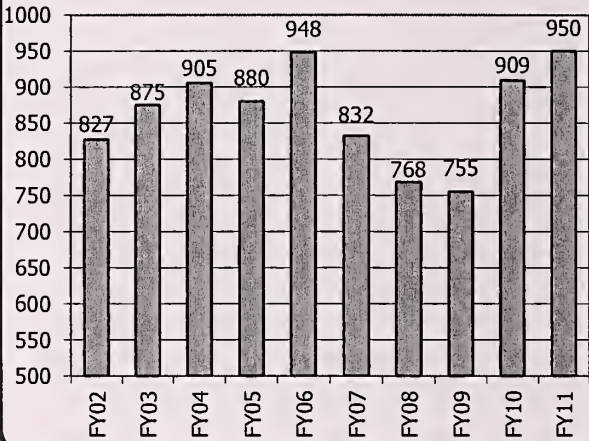
Prior to the hearings, applications are reviewed and pertinent plans and sketches are requested, legal advertisements are published and abutters are notified as required by law. The Chairman, in conformity with the Board of Appeals Rules and Regulations, conducts public hearings. Following the hearings, the members of the Board, when deemed necessary, view each property in question and hold a deliberation meeting thereafter. Based on the evidence presented at the hearing, and the applicable laws, a decision is rendered, signed and filed with the Town Clerk and recorded at the Registry of Deeds upon completion of the statutory appeal period.

ZONING BOARD OF APPEALS STATISTICS

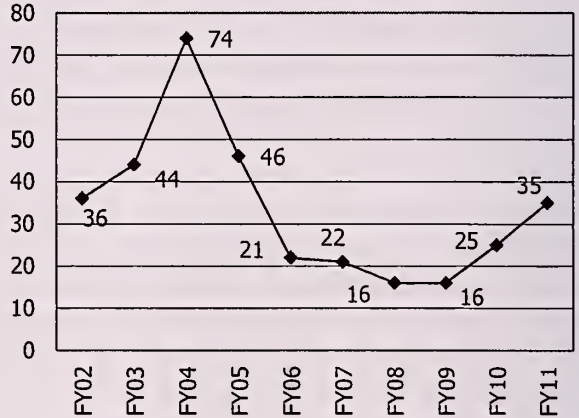
	2009	2010	2011
Public Hearing Meetings	18	13	26
Deliberations Only	3	2	0
Cases Filed	46	46	57
Cases Approved	29	35	47
Cases Denied/Moot	10	4	5
Cases Withdrawn	4	5	2
Continuances	3	3	2
Fees Collected	\$13,884	\$13,400	\$37, 925

BUILDING STATISTICS

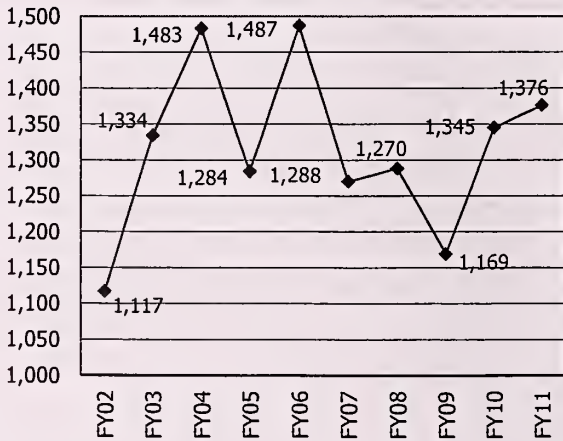
**SINGLE FAMILY
ADDITIONS & ALTERATIONS**



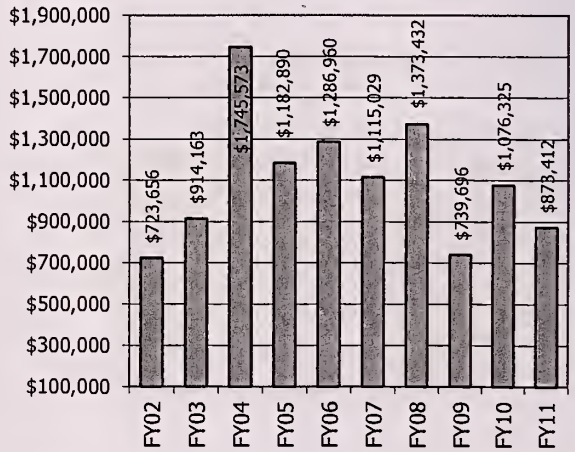
**SINGLE FAMILY
NEW DWELLINGS**



BUILDING PERMITS

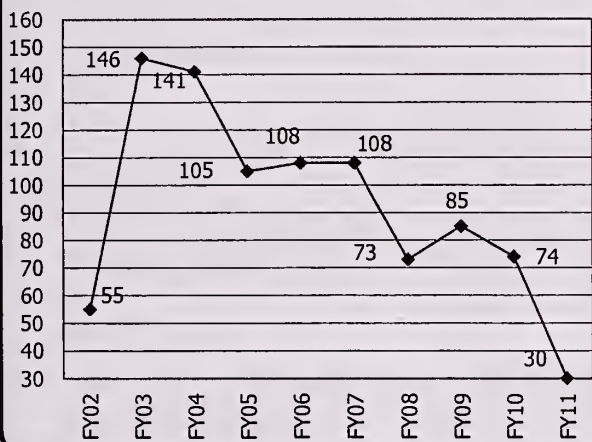


PERMIT FEE REVENUE

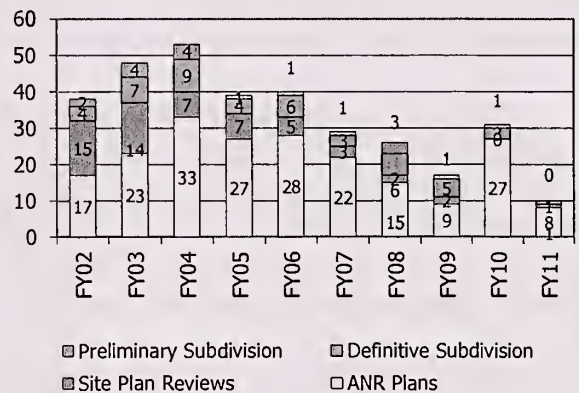


PLANNING AND PUBLIC HEALTH STATISTICS

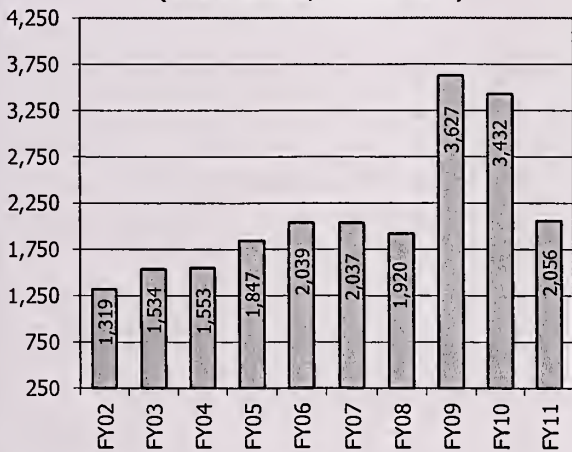
PLANNING BOARD PUBLIC HEARINGS



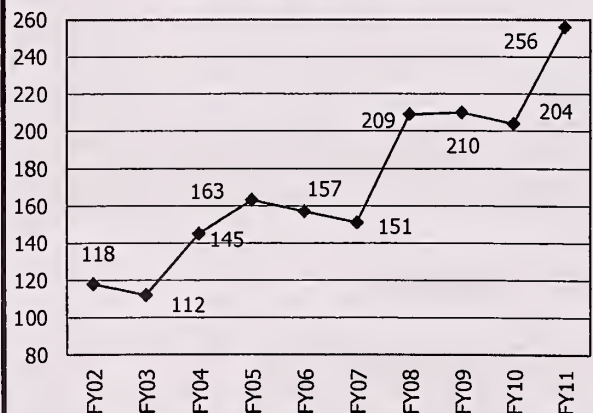
PLANNING DIVISION PLAN REVIEWS



VACCINATIONS (2009 Includes 1,224 H1N1 Vacs.)



PUBLIC HEALTH COMMUNICABLE DISEASE SURVEILLANCE



DIVISION OF COMMUNITY SERVICES

Community Services provides Andover residents with a myriad of social, educational, cultural, and recreational opportunities while embracing diversity and accessibility for all ages. Community Services strives to rate the pulse of the community and incorporate those ideas into valued programs for its citizens now and into the future.

Community Services, better known as DCS, was established years ago as a traditional recreation department. As Andover grew, the department embraced a wider mission. Today, the Division is comprised of five full-time staff, hundreds of part-time adult and student employees, vendors and volunteers who provide over 500 programs, events and trips for our residents each year. The DCS office is located on the second floor of the Andover Town Offices, 36 Bartlet Street, and offers customer service from 8:30 A.M. – 4:30 P.M., Monday through Friday. Online registration for DCS programs is available 24/7 through the website at www.andoverma.gov/dcs.

Daytime, after-school, evening, online and Summer vacation programs are held throughout town. DCS utilizes Andover's fine public and private facilities including the public schools, the Greater Lawrence Technical High School, Kid's Club and the Old Town Hall for its programs. Special events and concerts are held in The Park, tennis lessons at Recreation Park, adult co-ed softball leagues on Town fields and swimming and boating programs at Poms Pond. Outdoor sports programs for children are held on fields throughout the town.

DCS continues to make improvements to Recreation Park and Poms Pond. Improvements include upgrades to the waterfront area, repairs to the softball fence, landscaping and trimming paths in the woods to enhance the general appearance of the complex. Poms Pond was designated as a drop-off spot for tree debris as a result of the October 2011 snow storm. The wood chips, produced from the debris, will be used to create additional parking spots at the Pond.

Customer service has been improved by streamlining many of the procedures and updating the appearance of the office. More than 32% of all DCS registrations are being completed online allowing for after-hour and weekend registrations. The convenience of online registration benefits both the participants and the staff. As Andover continues to grow and change, DCS adapts and changes to meet the needs of the community. You may now find Community Services on Facebook and LinkedIn and follow them on Twitter.

DCS PROGRAMS

Community Donations

Opportunities to help neighbors in need include the *Mitten Tree*, providing mittens at the holidays, *Holiday Gift Baskets*, providing comfort to Andover's elderly and *Camperships* for children enrolled in DCS Summer programs. Andover residents are generous when they donate to the camperships by "rounding up" when registering for a DCS program.

Classes & Programs

A comprehensive program booklet is mailed to Andover residents in early January, June and September. Information for all programs, trips and special events for the upcoming season are found in the booklets. The current booklet and registration information can also be found at www.andoverma.gov/dcs.

Community Trips

Each season DCS offers trips to a variety of locations. Some favorites include New York City shopping at the holidays, Washington DC for the Cherry Blossoms, Foxwoods Casino, Martha's Vineyard and Fenway Park. Children's Summer trips include Canobie Lake Park, Miniature Golf, Wingersheek Beach and Water Country.

Special Events

DCS coordinates special events throughout the year which have become memorable family favorites. These programs are offered at minimal cost to residents and include a Spring Egg Hunt, Spring and Fall Town Yard Sales, a free Summer Concert Series, Preschool Park Events, the Father/Daughter Holly Ball and North Pole Calling.

Sports Leagues

Preschool leagues include Fall and Spring Kickin' Kids Soccer, Spring Sandlot T-Ball, and Winter Lil' Hoopsters Basketball. Over 500 pre-school age children participated in these leagues this past year.

Elementary and middle school children participate in youth basketball, the Bob French League and girls 7 & 8 grade travel basketball in the Winter. In the Spring, a Lacrosse league for ages 5-8 is offered. Over 600 elementary and middle school children participated in these programs this past year.

Adult Co-ed Softball Leagues are organized through DCS. Andover residents and business employees have the opportunity to join one of the 24 teams in the Summer and 12 teams in the Fall. Approximately 900 adults participate in this league each year.

Arts Programs

DCS art programs are offered throughout the year for all ages. Children's programs feature opportunities in theater arts with Jubilee, Children's Studio for the Arts and Summer Theater Ensemble. Additionally, there is a host of art, dance and music lessons for both children and adults.

Summer Program

DCS offers a variety of exciting programs to keep the children of Andover engaged during their Summer vacation. Listed below are just a few of the many programs offered:

- *Drop-In Playground* – Held at Rec Park and Poms Pond, is available to children entering grades 1 – 6. It offers seven weeks of age-appropriate activities such as swimming, sports and arts & crafts.
- *All Day Discovery* – Held at South School, Rec Park and Poms Pond is a full day, seven-week program for children entering grades K – 6. They participate in tennis, swimming, boating, arts & crafts and a weekly field trip.
- *Sports Programs* include Warrior Tennis, Warrior Football, Warrior Baseball, Warrior Soccer, Beach Volleyball, Track, Fencing and Golf.
- *Programs for Younger Children* include Beach Buddies and Swim Lessons held at Poms Pond and various sports programs including Gymnastics, Cheerleading, Pee-Wee Tennis and Kid's Sports held at various locations throughout the Town.

RECREATION FACILITIES

Recreation Park

This large scenic park off Abbot Street is open to the public for a wide variety of seasonal recreational activities. Facilities include four lighted tennis courts, a ball field with lights for night games, lighted in-line skate rink, picnic areas, children's play area, a sledding hill and restrooms. Whether you're looking to host a relaxing family picnic or an action packed birthday party, Recreation Park is the perfect place for your event.

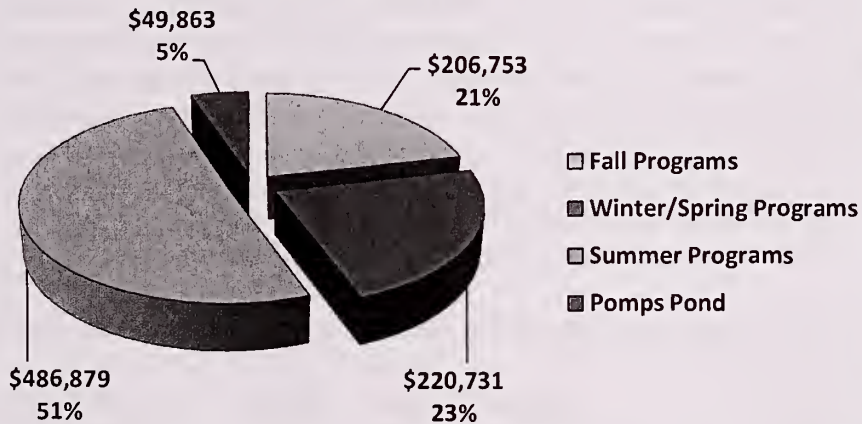
Poms Pond

Located off Abbot Street, Poms Pond offers a spacious beach area, picnic grounds, children's playground area, canoeing and kayaking rentals, sailing and recreational and instructional swimming. The complex, open mid-June through mid-August, includes a bathhouse with showers, restrooms, changing facilities, concession stand and first aid station. Andover residents may purchase beach stickers at the pond. Non-residents are charged the daily rate. Over 350 residents purchased stickers in 2011. Typically 150 people per day enjoy the Pond. An Early Bird discounted rate for season stickers is offered each spring. Mark your calendars to stop by the DCS office to purchase yours, and you too can enjoy this natural beauty.

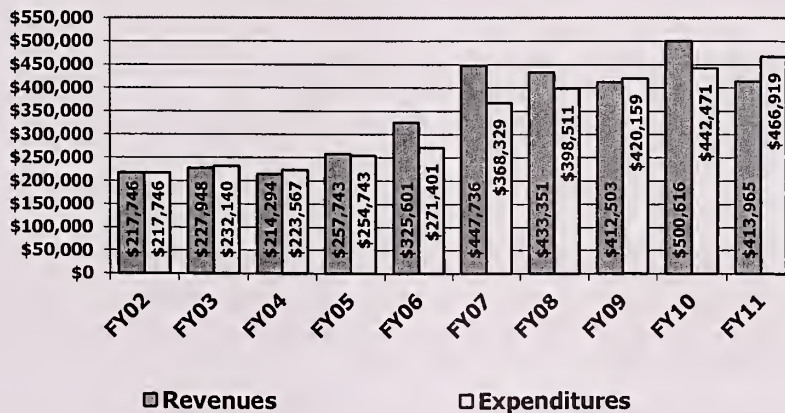
DCS STATISTICS

Total DCS Revenues - FY11

\$964,226



**DCS REVOLVING FUND
REVENUES & EXPENDITURES**



DIVISION OF ELDER SERVICES

The mission of the Division of Elder Services is to identify, develop, implement and advocate for programs and services designed to enhance the quality of life and independence of elders in the community, and to provide a focal point in the community (Senior Center) where these programs and services can be easily accessed by elders and their families.

The Growing Community of Residents of “Senior” Status

As the number of Andover residents presently or soon to be 60+ steadily increases, Elder Services faces the challenge of identifying resources for an increasingly diverse elder population and asks: How prepared are we to meet the various needs of a population whose ages range from 60 to 100+? What resources will be needed to support our oldest seniors living independently in the community? Will we, as a community, be ready as more residents seek assistance, either for themselves or for family members? They continue to create and provide specialized programs and services in fulfillment of its mission as laid out by the Council on Aging following the charge of the March 12, 1966 Town Meeting:

- Identify the total needs of the community’s elderly population;
- Educate the community and enlist support and participation of all citizens about these needs;
- Design, promote or implement services to fill these needs or coordinate existing services in the community;
- Promote and support any other programs which are designed to assist the elderly in our community; and
- Enlist and develop capable volunteers and professional leadership for the purposes stated in this Article (#35).

To accomplish these goals, programs are designed to promote good health and nutrition, access to services and community life, financial and personal independence, combat isolation as well as creative Intergenerational programs serving both seniors and young people from pre-school to college age. An emphasis on Health, Wellness & Nutrition programs provides a variety of opportunities to maintain, enhance and improve health. Continuing goals and objectives focus on improving social services, transportation, educational and recreational programs, intergenerational and volunteer opportunities and expanding community outreach.

Challenges

According to the 2010 Census, 6,447 Andover residents are over the age of 60 – an increase of 28% over the 2000 Census count of 5,045 (The State average increase is 16%). One in six residents are over 60 – one in three are over 50. Those who are over 85 as well as those who have recently or will soon attain “senior status” are the fastest growing groups.

Increased costs and decreased funding is compounded by an increased need for services. As staff struggles to maintain core services with fewer resources, they have increased efforts to off-set related costs. Advocacy, grant writing and outside fundraising are increasingly important. Elder Services is especially grateful to the ‘The Friends of the Andover Senior Center’ for their support, however, their dissolution on December 31st has had a tremendous financial impact.

Fees for services cover most program costs and are supplemented by coordinating programs with other agencies. Programs developed cooperatively with the Andover/North Andover YMCA, Elder Services of the Merrimack Valley and other community organizations provide access to a variety of programs and services that would otherwise be limited by both space and economic constraints.

Increased Need

Requests for services tend to increase in difficult economic times. Direct services, including Medical Transportation and Meals on Wheels, have seen increases. There has also been a dramatic increase in requests for general information from both seniors themselves and their family members. Staff has expanded its outreach efforts to provide information on a variety of resources. The need for supportive services provided by the Geriatric Nurse Specialist to meet increased mental health needs of the elder population continues to increase. Those aged 85+ are the fastest growing group receiving services. It is expected that these trends will continue as people continue to live longer and remain in the community rather than seeking long-term care. Cutbacks in funding and services at the Federal and State levels and the negative effects of the economy continue to impact the elderly population first and often most severely.

Accomplishments

Presenting a different image to the community other than whatever stereotype "Senior Center" creates has been of particular importance given the dramatic and projected increase in the population age 60+. In an effort to re-shape the Senior Center's image, staff is redesigning the Senior Center web page, creating a logo and is in the process of changing its name using ASC instead of the Andover Senior Center in conjunction with the phrase "Andover Celebrates Experience".

The TRIAD Council held several forums during the year including "Emergency Preparedness". They handed out "Grab & Go" bags as well as a "Senior Safety Day" and photo ID's. "Sexting and Cyberbullying" was presented to help grandparents better understand issues affecting their grandchildren as participants in social networks. They also worked to promote the Andover Police Department's drug collection for the safe disposal of expired and unused medications. A "Teens Today" forum was held to increase awareness of the home medicine cabinet as a primary source for medications and the misuse of prescription drugs by teens.

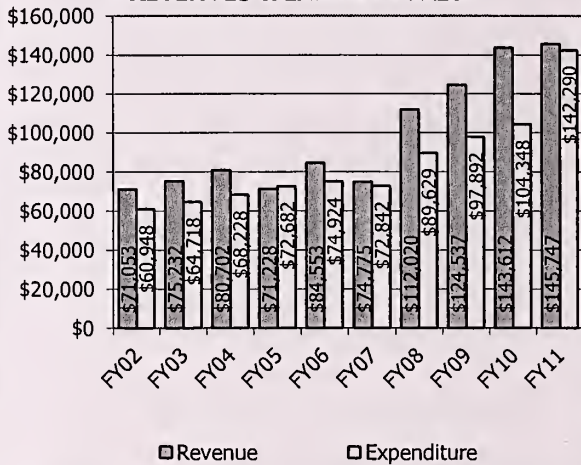
The Council on Aging developed their five-year plan focusing on:

- Outreach – building a positive profile, community involvement and housing options
- Physical Space – maximize the efficiency and use of ASC, parking and partnerships
- Services – explore areas for expansion, transportation, volunteers and "whole person" model

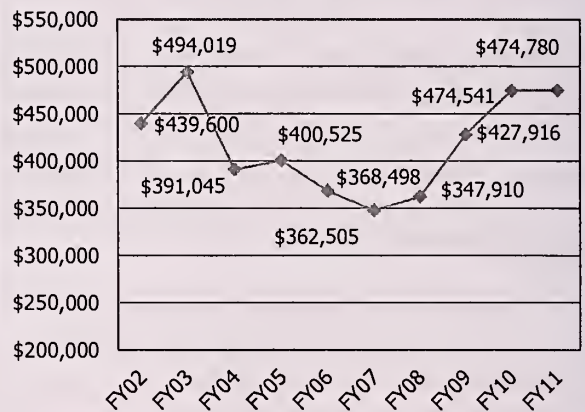
Volunteer services continue to grow with over 300 volunteers providing services in all Town and School Departments through the "SCRPT" Program, a senior tax work off program. The value of their services to the Town is over \$800,000.

ELDER SERVICES STATISTICS

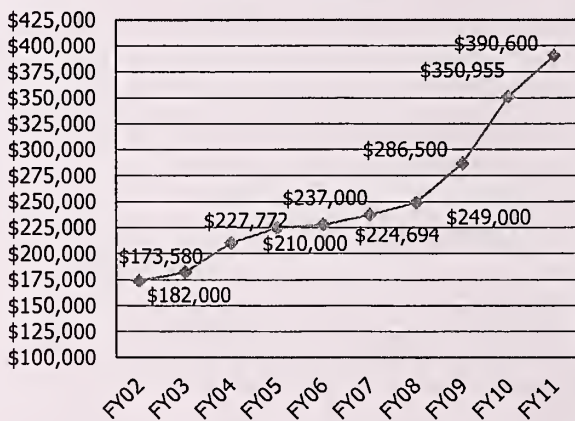
**ELDER SERVICES REVOLVING FUND
REVENUES & EXPENDITURES**



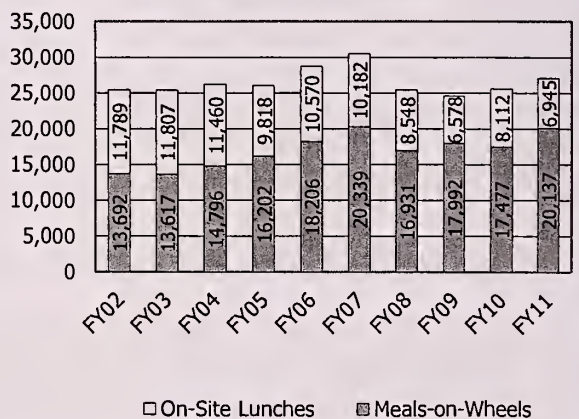
**VALUE OF ELDER SERVICES
VOLUNTEER SERVICE**



**TAX VOUCHER PROGRAM
VALUE TO TOWN**



SENIOR MEALS SERVED



DIVISION OF YOUTH SERVICES

Andover Youth Services (AYS) aims to provide young people useful experiences to promote healthy growth and development. It is our goal to build a network of affordable, accessible, safe, and challenging youth programs that appeal and respond to the diverse interests of young adolescents and their families.

The Andover Youth Services (AYS) vision for a better community begins with the education and empowerment of youth. With this in mind, AYS provides Andover youth and families with programs that focus on: personal, social, cognitive and creative competence, vocational awareness, health and physical well-being, leadership and service and the development of social skills. AYS receives ideas and concepts directly from the young people and then empowers them to make them happen. By interacting alongside young people, whether it is handing out fliers or creating plans for a new Skate Park, the programs that AYS creates and implements are immediate reflections of what the youth want and need.

Additionally, AYS continues to be an advocate for youth development in the community and a bridge between youth and the network of support services. Andover's young people face many challenges. The mission of AYS is to develop and maintain a program that has the ability to be flexible and encourage all youth to use their creativity, spontaneity and energy in positive ways.

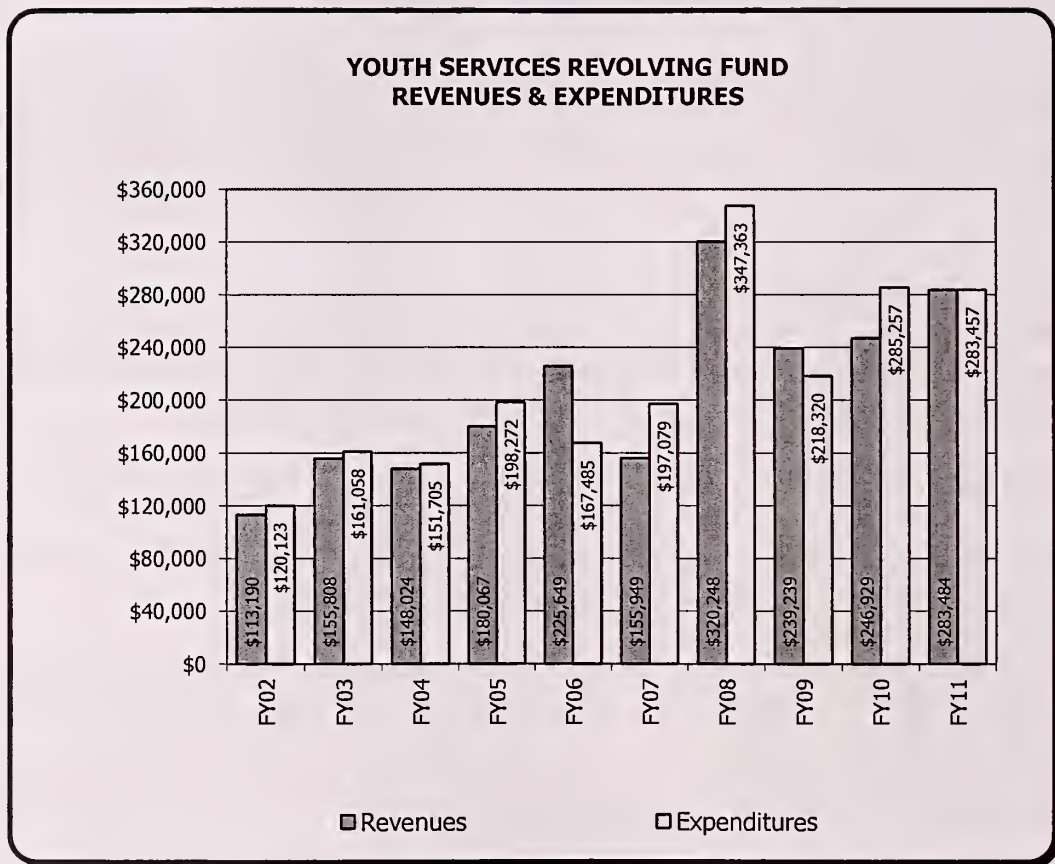
Andover Youth Services has the most successful recreational, educational, social and support program for the 11 – 18 year old age group in Andover and adjacent communities. The AYS staff is at the forefront of youth development programming which is evident by many programs in neighboring towns that try to imitate the success of the AYS program.

Prominent accomplishments in 2011 include:

- A proposal granting \$2 million towards the construction of a Youth Center was passed by overwhelming numbers at the Special Town Meeting in December.
- The AYS Green Team completed several municipal projects for the Plant and Facilities Department saving thousands of taxpayer dollars to complete these unbudgeted projects.
- AYS secured a donation of a \$75,000 half pipe for the Andover Community Skate Park and then removed, transported and reassembled it at the park.

These examples exemplify the resourcefulness of the AYS staff, the ability to work constructively with all Town departments and the ongoing effort to provide the best services to the citizens of Andover.

AYS STATISTICS



VETERANS SERVICES

The mission of the Veterans Services Office is to do whatever is necessary to provide Andover veterans with benefits, entitlements and services whether they be medical, administrative, financial or quality of life.

The Veterans Services Office provides or coordinates all State and Federal financial, medical and administrative benefits to Andover's 3,000 veterans and their families.

State Benefits – In 2011 the Office responded to numerous Public Assistance requests from veterans for fuel, food, housing, burials medical needs and other under Massachusetts General Law Chapter 115 (M.G.L. C115). The numerous requests for Public Assistance are due to the current economic conditions and aging veteran population. The Public Assistance program is paid for by the Town and reimbursed 75% by the State under M.G.L. C115. Veterans' Public Assistance increased in FY-2011. The Veterans Office managed re-occurring Public Assistance Cases, for veterans and/or their families, throughout the year; culminating in over \$94,000 disbursed to veterans and their dependents.

Federal Benefits – Obtaining Federal Benefits for local veterans is a priority in the office to include service connected disability claim processing. Andover residents receive over \$2 million dollars in tax-free Federal veterans' benefit dollars annually – mostly through service connected disabilities and widows' pensions.

The Office also planned and coordinated the patriotic ceremonies in observance of Veterans Day, Memorial Day, Flag Day, September 11th and placed flags on the graves of veterans buried in Andover. Band concerts and other civic activities during the year were also handled by the Veterans Services Office.

Highlights of 2011 include dedicating the 9/11 Plaque on September 11th which will forever memorialize the names of four Andover residents killed on 9/11. The on-going project to document our veterans' history continued with the publishing "Heroes Among Us – Book 3", a book spotlighting our living WWII Veterans who served in the Pacific Theater. Additionally, the office was active in the local coordination of the Commonwealth of Massachusetts Afghanistan/Iraq "Welcome Home Bonus Program" which pays service members deployed to combat zones a \$1,000 bonus and those called to active duty outside combat zones \$500. A focus for the Veterans' Service Director was to continuously improve the Veterans' Office record keeping and update where possible. As such, there is on-going project comparing Andover Revolutionary War records to the existing Veterans Office Records.

Fifty-nine Andover veterans died during 2011. These veterans served from WWII through the Vietnam War. Several of these veterans fought in more than one war. The Director of Veterans Services also serves as the Town's Graves Registration and Burial Officer.

KEY SERVICES

State Veteran Public Assistance Benefits (Massachusetts General Law C115 / MGL C115)

Outreach, Intake and Counseling, Public Assistance Disbursements and Semi-Annual Audits

Federal Veteran Benefits (Veterans Administration / VA)

Disability Claim Processing, Elderly Aid and Attendance, Health Care, Burial and Widow's Pension Processing and Grave Marker Applications

Graves Registration

Veteran Funerals, Family Burial Counseling, Necrologies and Records Management for over 7,000 Veterans (living and deceased)

Committees and Coordination

Patriotic Holiday Committee, Elder Services, Red Cross Armed Services Committee, and local Veterans' Groups (The American Legion and Disabled American Veterans)

Patriotic Programs and Ceremonies

Memorial Day, Veterans Day, Patriotic Concerts, September 11th Remembrance, Annual Veterans' Luncheon and other

Memorial Care

Monument oversight, dedication as needed and Veterans' Grave flags (10 cemeteries and over 3,600 veteran graves)

ANDOVER VETERANS DEATHS

<u>Name</u>	<u>Branch</u>	<u>Service Era</u>
Anderson, William D.	Coast Guard	WWII
Bawkum, Robert E.	Navy	WWII & Korea
Becker, Henry C.	Navy	WWII & Korea
Blackwell, Edward G.	Navy	Korea
Blake, Samuel	Army & Air Force	WWI & Korea
Blinn, Paul F.	Army Air Force	WWII
Brainerd, Frederick D.	Army Air Force	WWII
Caldwell, James Jr.	Army	WWII
Clukey, Richard W.	Army	WWII
Collins, William C.	Navy	WWII
Cotton, Martin	Air Force	Vietnam
Dane, Donald J.	Army	WWII
Dargoonian, Benjamin	Army	WWII
Eckman, Alfred B.	Army	WWII
Faigel, Harold M.	Air Force	Vietnam
Finn, John J.	Navy	WWII & Korea
Fitzpatrick, George F. Jr.	Army	Vietnam
Forster, Raymond R.	Army	Korea
Froburg, Frederic A.	Navy	Vietnam
Gray, William Jr.	Marine Corps	Vietnam
Grecoe, John H. Jr.	Navy	Korea
Gurry, Edward E.	Navy	WWII
Henderson, Ernest J.	Navy	Korea
Holland, Robert C.	Navy	WWII
Kendall, Phillip E.	Air Force	Korea

<u>Name</u>	<u>Branch</u>	<u>Service Era</u>
LaRochelle, Raymond E.	Navy	Vietnam
Little, Harold	Army	WWII & Korea
Lyons, John F.	Air Force	Korea
MacMillan, James A.	Navy	WWII & Korea
Manning, John F.	Navy	Korea
Mascott, Frederick H.	Marine Corps	Korea
Melia, Martin J.	Army	Vietnam
Morrissey, Edward J.	Navy	WWII
Muise, Myron H.	Army	Korea
Redfern, Robert D.	Navy	Vietnam
Retelle, James F.	Army Air Force	WWII
Romano, Thomas	Army	WWII
Sanft, Sidney	Army	WWII
Scuito, Stephen R.	Navy	WWII
Seacole, Martin A.	Marine Corps	Vietnam
Serley, Frederick R.	Army	Korea
Sheehan, Edward M. Jr.	Air Force	Korea
Squibb, Irwin M.	Army	WWII
Sullivan, Robert A.	Army	WWII
Swain, Franklin P.	Army	Korea
Teichert, Frederick E.	Navy	WWII
Tetreault, Joseph G.	Army	WWII
Thomson, Alexander Jr.	Navy	Vietnam
Townsend, William F.	Navy	Korea
Trott, James E.	Army Air Force	WWII
Tsepas, Thomas E.	Army	Vietnam

<u>Name</u>	<u>Branch</u>	<u>Service Era</u>
Turgiss, Wallace E.	Army Air Force & Air Force	WWII & Korea
Twigg, Robert H.	Air Force	Vietnam
White, James	Navy	WWII
White, Robert B.	Army	Vietnam
Wobesky, Norman A.	Army	WWII
Wood, Peter T.	Navy	WWII
Zollner, Robert S.	Army Air Force	WWII

ANNUAL REPORT 2012
ANDOVER PUBLIC SCHOOLS
"Every Child, Every Day, Every Way"

Mission

The mission of the Andover Public Schools, in partnership with the entire Andover community, is to educate by engaging and inspiring, students to develop as self-reliant, responsible citizens who are thinkers, problem solvers, and contributors prepared to participate in an evolving global society.

Core Values

High Achievement for All * Teaching Excellence * Innovation * Respect * Responsibility

I am pleased to present 2011-2012 Annual Report for the Andover Public Schools. As you read the annual school report, you will note that the strength of our school district is in the quality of our students, teachers, support staff, school leaders, parents, and our community.

Operations

The Andover Public Schools consists of six elementary schools, three middle schools and a high school. In addition, the Andover Public Schools is a member of the Greater Lawrence Education Collaborative (GLEC) for special education and the Town of Andover is one of the founding members of the Greater Lawrence Regional Vocational Technical School. The day-to-day operation of the Andover Public Schools is under the leadership and supervision of the Superintendent, Dr. Marinel D. McGrath. The Andover School Committee consists of five (5) members, each elected in a non-partisan ballot by the people of Andover for terms of three (3) years. Members of the school committee and their terms of office are: Ann W. Gilbert, Chairperson, 2012; Paula Colby-Clements, Vice Chairperson, 2013; David Birnbach, 2012; Richard Collins, 2013; and Dennis Forgue, 2014.

The goal of the Andover Public Schools is to provide an engaging and balanced education that challenges all students through our focus on high expectations, academic achievement, and education of the whole child which we believe is the shared responsibility of the family, the school district, and the community. The curriculum of the schools has been designed to align with the state frameworks and the development of globally-engaged learners. The school district goal is to provide engaging and comprehensive curricula that challenges all students, raises their achievement level, and enables them to meet or exceed Andover, the Commonwealth of Massachusetts and international learning standards by fusing the "3Rs and 4Cs" (critical thinking/problem solving, communication, collaboration, and creativity/innovation).

The 2011-2012 enrollment for the Andover Public Schools (APS) totaled 6,206 students with 2,909 students in our six elementary schools grades pre-kindergarten through grade five, 1,510 students in the three middle schools grades six through eight, and 1,787 students in the high school grades nine through twelve.

Andover Public Schools – *By the Numbers* - Selected Statistical Information

October 1, 2010 Enrollment	6,178
October 1, 2011 Enrollment	6,206

AHS Graduation Rate – Class of 2011 (Source: MA DESE)

Post-Secondary Education – 2011	95.4% Continuing Education
- 4- Year College	88.5%
- 2-Year College	4.2%
- Post Graduate	2.7%
- Dropout rate	1.1%
- GED	0.9%
- % still in school	2.2%
- % non-grad completers	0.4%

SAT Scores: Class of 2011

SAT by Mean	1919 out of 2400
<i>SAT by Subject Area</i>	
- Critical Reading	625
- Mathematics	666
- Writing	628

Advanced Placement – Class of 2011

426 Student and 766 Exams – Average score	3.5 out of 5.0
AP Scholars	117

National Merit Scholarship Program

Class of 2012	4 Semi-Finalists; 17 Commended
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2011-2012 Highlights

Recognitions – Andover High School

- National Intel School of Distinction in Mathematics.
- AP[®] District Honor Roll for Significant Gains in Advanced Placement[®] Access and Student Performance.
- Mass Recycle's 2011 GOLD Award for their outstanding efforts to increase recycling and eliminating waste.

Curriculum and Instruction

- Of special note is the High School faculty's work in curriculum development and their preparations for work on the New England Association of Secondary Schools and Colleges (NEASC) self-study year.
- Recognition of Andover High School as Continuation of AHS Senior Exhibition – a selective, independent, academic project in which students must submit proposals, engage in a rigorous

investigation of the topic, create an original product, and defend their work before a faculty panel.

- Began the alignment of the Andover math curriculum to the National Common Core Standards
- Continued to address educational equity and access issues with a focus on the growing English Language Learners' population to ensure we are serving all populations well.
- Adopted and implemented a new reading program, Wilson *Foundations* Program for students in K-3 which is based on scientific research and aligned to the Massachusetts Curriculum Frameworks. The program supplements our current programming in the areas of phonics, spelling, penmanship and writing. K-3 teachers participated in a staff development program relative to program implementation during the early release days.
- Increased in-school tutorial opportunities for those students in need of intervention.
- Appointed a K-12 mathematics program advisor, Katherine Richard, to work with teachers to improve teaching practices.
- Implemented the revised K-5 wellness curriculum/program.
- Wood Hill Middle School 8th grade engineering class students designed a prosthetic arm for a 12 year old girl in Afghanistan which was able to perform fine and gross motor skills. Students followed the Engineering Design Process to solve the problem and were put into groups of 4-5 students with one being the Project Manager. They developed a disability awareness activity, cross cultural comparison activity, and made a presentation on artificial limb presentation.

New Program Initiatives and Planning

- Completed the APS Strategic Plan which was approved by the School Committee on November 17, 2011.
- Implemented five (5) iPad pilots in grades K-12 to infuse technology and 21st century skills into classrooms to ensure we are effectively engaging our digital learners.

Extracurricular Activities and Athletics

- Andover High School offers over 40 clubs and co-curricular activities such as Mock Trial, Project teamwork, Students Against Destructive Behavior, Drama Guild and Show Choir. An active National Honor Society provides after school tutoring and organizes an annual scholarship benefit.
- Art, music, and drama students continue to distinguish themselves. Several Andover students won *Boston Globe* Key Awards in art, MA Drama Guild One-Act Festival ensemble and individual awards at the New England One-Act Festival, and students were selected to represent Andover at District and All-State Band and Chorus.

- Sixty percent (60%) of AHS students participate in the athletic program, which offers thirty-three (33) sports. Fifteen hundred (1500) roster spots were filled by student-athletes who took advantage of the opportunities for learning through the athletic program during the school year. Andover had an outstanding 2011 athletic season. The Boys Outdoor Track team earned the All State Championship in 2011. The following teams earned Division I State Championships: Girls Basketball (3rd consecutive title), Boys Skiing, Field Hockey and Girls Swimming and Diving (10th consecutive title). The following teams earned Merrimack Valley Conference Championships in 2011: Girls' Basketball, Girls' Skiing, Girls' Indoor Track, Boys' Tennis, Girls' Tennis, Girls' Lacrosse, Girls' Outdoor Track, Girls' Cross Country, Girls' Swimming and Diving, Field Hockey, and Girls' Soccer. Overall, the athletic teams won 10 Merrimack Valley Conference titles and one North Shore League title out of the 33 AHS varsity sports.

Personnel

- Bid farewell to APS faculty and staff who retired from dedicated service in June 2011 James Batchelder (AHS), Patricia Gleason (West El), Arthur Iworsley (West El), Katherine Iworsley (High Plain), Peggy Cain (AHS), Anna Sullivan (AHS) David Gangi (AHS), Donna Pappalardo (AHS) Clarissa McDermott (West El) Evelyn Wroeel (West El), Theresa Palardy (Doherty Middle), William Kolbe (AHS), Rosemary Webb (Sanborn), Paul Ragnio (AHS), Illeana Kleponis (AHS), Anna Levinson (West Middle), Susan Curtis (West Middle), Mary Ellen Dahlstrand (High Plain), Sue Cullen (Instructional Assistant - AHS) and Diana Davison (Crossing Guard).
- Welcomed Nancy A. Duclos, Assistant Superintendent for Curriculum and Instruction; Paul P. Szymanski, Assistant Superintendent for Finance and Administration; Joyce Laundre, Director of Student Services; and Paul Puzzanghera, Chief Information Officer (CIO) for the Schools and Town.

Professional Development

- Began partnership with Merrimack College with the institution of the Fellowship Program, an initiative that places, graduates students in one year teaching internships in the schools.
- Dedicated the six (6) early release days at the elementary level to staff development in the areas of reading, writing, and mathematics and at the middle school level to staff development in the area of project-based learning in the context of middle school philosophy.
- Continued third year implementation of the "Teaching for Understanding" framework by the Project Zero from Harvard University based upon the teachings of Dr. David Perkins and Dr. Howard Gardner at West Middle School. Teachers use common planning time to design interdisciplinary studies that not only engage students but also connect to students' lives to provide deeper, longer-lasting and more meaningful understanding of essential concepts and skills. Faculty shared their units with colleagues during faculty and department meetings.
- Began training program for special education teachers and a subject area teachers on the essential components of co-teaching and will be demonstrating strategies to the rest of the West Middle School faculty in the upcoming year.

- Doherty Middle School English Language Arts and special education staff worked with a reading and educational diagnostician to incorporate language-based strategies across curriculum and grade levels, Twelve (12) members of the staff visited other schools to observe classes and investigate alternate middle school schedules.
- Hosted a 2 ½ day institute for middle school teachers focused on building a repertoire of assessment methods that teachers can use in the classroom as evidence of student learning. Examined the difference between formative and summative assessments, including traditional and authentic, project-based methods; created learning targets that focus on essential skills and knowledge that students need; and began to develop assessments and rubrics to match those targets.

Community Service

- Students at each school support several local charities and participate in community services activities. Examples include, but are not limited to: a coat drive sponsored by Anton's cleaners, food donations to Merrimack Valley food pantries, Neighbors in Need (food), Holy Family Hospital (pajamas), Leahy School in Lawrence (books), Lazarus House (food), Japanese tsunami relief, Guatemala (children's toys), Coats for Kids, Turkeys4America, Sanborn School's Harvest Festival deliveries to Andover senior citizens, Jump Rope for Heart, and a support to schools in western Massachusetts that were damaged in the June 2011 tornadoes, and the Jimmy Fund fight against childhood cancer.
- The Jimmy Fund drive, which was dubbed Sox-cessful became an Andover community event. Together the three middle schools raised over \$20,000. Perhaps what was most special about this event was that our students respectfully declined an offer to have a member of the Red Sox team visit stating that meeting a member of the Red Sox was not why they engaged in the program.

Human Resources

- Continues to explore ways to replace high cost services with less traditional, but equally effective tools. For example, recruitment advertising through newspapers, particularly the *Boston Globe*, is expensive and while it cannot be eliminated altogether, there have been substantial efforts made to develop alternative ways to develop applicant pools. Our emphasis has shifted substantially to recruiting through professional list serves, targeted recruitment fairs such as the Merrimack Valley School Educator's Consortium Teacher Recruitment Fair (held this year at Merrimack College) and the Massachusetts Partnership for Diversity in Education Recruitment Fair.
- Supported the "Today's Students: Tomorrow's Teachers" initiative to recruit, mentor and train culturally diverse and economically challenged students from Andover High School from high school through college and place them as teachers and leaders in their communities.

Plant and Facilities

- The New Bancroft School Design Development and Construction Documents Phases were completed. The CM at Risk firm was selected; the Final Design review and selection of the OPM are in process.
- Converted 10 AHS classroom HVAC controls to direct digital with ventilation demand control.
- Installed demand controlled ventilation in AHS Field House and Dunn Gym which will result in additional energy savings.
- Installed perimeter security system and replaced deteriorated concrete stairs at the Collins Center.
- Replaced the second of two boilers at Sanborn School.
- Installed new ADA compliant playground at South School.
- Reoriented West Middle School chairlift to accommodate student's particular needs.
- Replaced West Middle School roof, gymnasium windows, and masonry re-pointing through the MSBA Green Repair Grant Program.
- Selected Pare Corporation to perform a Site Master Plan of all school sites except Bancroft and Shawsheen Schools. Items to be addressed include ADA compliance, lighting, drainage, site circulation, parking, muster areas, etc. This multi-year plan will result in a school site being reconstructed yearly.

A look ahead to FY 13...

- The Andover Public Schools will develop a comprehensive Staff Evaluation Plan for implementation in September 2013 in response to the new regulations that were approved by the MA Department of Elementary and Secondary Education in June 2011.
- The School Committee will negotiate the new Educator Evaluation Regulations with the Andover Education Association.
- Begin training of school-based data teams to improve instruction and to compile consistent assessment information on student growth.
- Begin implementation of intervention strategies for general education students who are struggling academically and/or behaviorally.
- Creation and training of school-based data teams in an effort to improve instruction and to tie assessment information to intervention information.

- Anticipation of wireless infrastructure for all schools and teacher stations to support our digital classroom initiative.

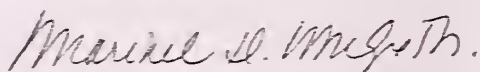
Closing

No report of this kind would be complete without taking the opportunity to thank the many people who have been so thoroughly supportive of our schools this past year. On behalf of the students, faculty, administration, and School Committee, I thank the PACs and PTOs, the Andover Coalition for Education (ACE), the Andover Fund for Education (AFE), the Andover Rotary Club, the Andover Service Club, the athletic and extracurricular booster clubs, the Andona Society, and the many generous parents and residents who have given of their time and money to support our schools.

I am also grateful to our faculty, staff, principals, assistant principals, and the District Leadership team for their devotion to the children and youth of Andover. Finally, we are most appreciative to the townspeople of Andover, the Andover Board of Selectmen and Finance Committee who have seen us through difficult times and who continue to support our efforts to make the Andover Public Schools the very best they can be. Thank you!

In closing, our initiatives continue to advance the coherence and quality of our educational program. There are many goals yet to realize. Our professional staff must have the resources if we are to continue to be competitive with similar school districts in maintaining, developing, and sustaining a high quality educational program for all of our students in the Andover Public Schools.

Respectfully submitted,



Superintendent of Schools

GREATER LAWRENCE TECHNICAL SCHOOL

The Greater Lawrence Technical School is a regional vocational secondary institution with a campus in West Andover encompassing twenty-six acres. The school educates students from Andover, Lawrence, Methuen and North Andover and, in addition, accepts qualified students from other communities through the School Choice Program. There are currently twenty-two underclassmen from Andover attending the school and fifteen employees of Greater Lawrence Tech reside in Andover.

GLTS is accredited by the New England Association of Schools and Colleges. In 2011, sixty-five percent of the senior class went on to continue their education in either a four or two year college following graduation while the remaining students combined either college with full-time employment or made a direct impact on the workforce of the Merrimack Valley. College-bound graduates increased twenty-four percent versus the graduating class of 2007 (41%).

Greater Lawrence Technical School continues to adapt the career areas to meet the ever-changing needs of the twenty-first century labor market. The eighteen career opportunities offered to students through a three-academy model include Automotive Collision Repair, Automotive Technology, Barbering, Biotechnology, Carpentry, Cosmetology, Culinary Arts, Dental Assisting, Electricity, Electronics & Pre-Engineering, Graphic Communications, Health Careers, HVAC, Information Technology, Marketing, Metal Fabrication & Joining Technologies, Office Technology and Plumbing. Our school has been one of the pioneers in the state regarding a successful academy model.

GLTS prepares students for lifetime employment through nationally and state recognized licensure and certification programs including; Building Supervisors License, Board certified Cosmetology, NATEF, ASE, Refrigerant Recovery and Recycling License, SP2, Mass I/M Certification and License, American Culinary Federation License, ServSafe™, State Board of Electricians, OSHA Safety Certification, Print Ed Certification, Art Collaborative, Graphic Arts Education and Research Foundation, CPR, First Aid, CNA, EKG Technician License, Home Health Aide, NCCAP, Paid Feeders Program, A+, Cat.5, Cisco, Hilti Certification, State Board of Plumbing, Water Pex & Trac Piping Certification, and Gastite Certification. The Cooperative Education component of Greater Lawrence Technical School allows students to use their knowledge and skills at worksites in the Merrimack Valley which include many employers in Andover.

While the school continues to be a community of learners dedicated to service and excellence, Greater Lawrence Technical School maintains its mantra "Demand More, Expect More, Achieve More". This has been reflected in the improvement in MCAS scores, the phenomenal success of the athletic teams and the continued medal winning prowess of both DECA and SKILLS/USA on the State and National level.

Residents of Andover have benefitted from many of the consumer friendly services offered to the public through our technical programs. At Greater Lawrence Technical School,

residents have had their cars repaired, received a haircut or manicure, enjoyed lunch in one of our two restaurants, had brochures printed, and countless other services which have made life easier for townspeople each day. In addition, the residents of Andover continue to use the school facility by way of enrollment in classes offered through Community and Youth Services and athletic venues for both youth and varsity sports teams, which include the swimming pool, gymnasiums and fields. Greater Lawrence Technical School continues to be the site for most Andover teens receiving their Lifeguarding and Water Safety certifications. More than sixty Andover groups and individuals have utilized the rental option created by The District Committee.

Greater Lawrence Technical School continues to offer Adult Education to the Greater Lawrence community, which began in September 2009. Classes offered include Computer Applications, GED, Spanish, English, Trade and Technical, Fitness, CPR, ServSafe™, Cooking and Crafts. We are currently offering 55 classes, and are planning to add a Culinary Training Program and Cosmetology Program in 2012. We are partnering with Gould Construction Institute in offering professional development for Electrical and Sheet Metal areas. We have also partnered with Andover Community Services to offer cooking classes to the community here at Greater Lawrence Technical School.

GLTS enjoys a close working relationship with the Andover Police Department. Since the 2007 – 2008 School Year, an Andover patrolman has been employed by the District as a School Resource Officer. The officer's presence during the school day, and at after-school and sporting events, has had a positive impact on the entire school community.

The Greater Lawrence Technical School District Committee is made up of seven members from the four sending communities of Andover, Lawrence, Methuen and North Andover. In addition to representation on the District Committee, Andover is also represented by a resident on both the school's Advisory Board and The School Council. District Committee representation is determined by the number of students attending from that community. A listing of the Committee members and the city/town they represent can be found in this document's Directory of Committees and Boards.

ANDOVER HOUSING AUTHORITY

The Andover Housing Authority was organized in June 1948. Monthly meetings are held on the third Thursday of every month at the Stowe Court Community Room, 100 Morton Street, except during the months of January, May and October when meetings are held at the Frye Circle Community Room at 256 North Main Street. Board Members and the Executive Director are as follows:

James Cuticchia – Chairman
Francis O'Connor – Treasurer
Janice Burkholder – Member

Calvin Deyermond – Vice Chairman
Daniel T. Grams – Assistant Treasurer
Christine Poschen-Metzemaekers – Ex. Director

The Andover Housing Authority has 33 buildings of State-aided housing for senior/disabled people comprised of 218 units on six different sites – Chestnut Court, Grandview Terrace, Frye Circle and Stowe Court. There are 56 units of family housing located on Memorial Circle. In addition, the AHA owns one house under the Mass. Chapter 689 Program for developmentally disabled adults and administers three Alternative Housing Vouchers under the Massachusetts (AHVP) Leased Housing Program for a total of 285 State units.

State-funded Programs – Income Limits are as follows:

1 person – \$45,100	3 people – \$58,000	5 people – \$69,600	7 people – \$79,000
2 people – \$51,550	4 people – \$64,400	6 people – \$74,750	8 people – \$85,050

Apartment Turnover

Senior/Disabled Program – 26 Units or (12%) Average Rent: \$298 (including utilities)

Family Program – 3 units or (5%) Average Rent: \$414 (including utilities)

(including transfers to larger or smaller units and reasonable accommodation moves)

State-funded Grants – Capital Improvements

- \$111,566 awarded by DHCD for the replacement and installation of 222 toilets.
- \$33,000 awarded by Action Energy for 94 Chestnut Court boiler/water heater replacement co-generation system.
- \$663,479 awarded by DHCD in conjunction with approved CIP funds for: Site work and window replacement at Frye Circle; Roof replacement (as needed) at Chestnut Court; Boiler replacement at Stowe Court; ADA requirements as presented and Group home roof replacement at 94 Chestnut Court.

State-funded Grant – New Horizons for Youth Program

An after school homework program for Memorial Circle children funded through the Andover Police Department.

Federally-funded Programs

The AHA administers 127 Vouchers under the Section 8 Housing Choice Voucher Program through HUD. Section 8 Income Limits are as follows:

1 person – \$31,950	3 people – \$39,750	5 people – \$47,700	7 people – \$54,750
2 people – \$35,350	4 people – \$44,150	6 people – \$51,250	8 people – \$58,300

COMMISSION ON DISABILITY

The mission of the Andover Commission on Disability is to address Andover's needs for the Town, its residents, visitors, friends, employers and families relative to disability. The Commission is an advisory board appointed by the Board of Selectmen to advocate on disability-related issues. The majority of the Commission members must be disabled or directly related to disability. Included in the Commission's goals are enhancing the participation of people with disabilities in Town activities, research into the needs and problems of residents with disabilities, the provision of information, referral and technical assistance to individuals and organizations in matters pertaining to disability, the monitoring of local, regional, state and federal programs for disabled residents and the support of training related to disability to people who reside or work in the Town of Andover.

In keeping with its mission – to address Andover's needs relative to disability – the Commission has maintained its focus. An advisory board appointed by the Board of Selectmen, the Commission on Disability is an acknowledged and consistent advocate of disability-related issues in the Town of Andover.

During 2011, the Commission continued to work closely with the Planning Division, the Plant and Facilities Department and the Department of Public Works to monitor and ensure that new and newly-renovated construction is in compliance with the mandates of the Americans with Disabilities Act of 1990. In addition, accessibility issues for playgrounds and conservation areas were also a concern reviewed with planning groups. The Commission also monitors Town roadways and passageways to provide equal access for all residents. Throughout the year, Commission members gather data that is then presented to the appropriate Town department responsible for the particular location or project. Ongoing, the Commission responds to citizen complaints regarding lack of access which then become points of negotiation with local business and property owners.

ACOD has been promoting a development concept in new construction known as "Concrete Change". This concept encourages the development of homes with basic access for the disabled such as zero-step entrances and entrances that are wide enough to accommodate wheelchairs. Instructional fliers regarding this concept have been placed in various locations throughout the Town. The fliers promote basic access in new construction and provide photographs of how this access works to the advantage of homeowners.

Regarding Handicap Parking, Project Lifesaver and Emergency Preparedness, the Commission maintains its support of the Police Department particularly with the needs of disabled citizens in mind. The Commission's educational thrust has been to sponsor specialized teaching methods on disabilities such as New Kids on the Block and to supplement equipment for Special Education students. ACOD's modest budget is directed to one-time only proposals or new program initiatives for special needs individuals.

The Commission's website can be found at <http://andoverma.gov/boards/disability>. It is intended to inform residents of new programs and services for the disabled as well as areas of concern needing to be addressed.

PRESERVATION COMMISSION

The Andover Preservation Commission endeavors to fulfill its mission to advise the Town concerning the preservation of its historic and archeological resources.

During the year, the Preservation Commission was active in the following areas:

DEMOLITION DELAY BYLAW

The Preservation Commission heard demolition requests for eleven properties. Seven structures were deemed historically significant. Two historically significant buildings were razed. Five buildings are in demolition delay periods prior to demolition. Four buildings were determined not to be historically significant and razed.

REVIEW OF PLANS

Thirty-seven applications were submitted to be reviewed for historic design compatibility. Ten of those applications required no formal review.

DIMENSIONAL SPECIAL PERMIT/HISTORIC PRESERVATION

One request was submitted for review.

LOCAL HISTORIC DISTRICTS

The Andover Preservation Commission and the Ballardvale Historic District Commission work cooperatively on issues of mutual interest.

DESIGN REVIEW BOARD

The Commission remains vitally interested in the historic buildings and character of downtown and Main Street corridor to Rt. 495.

WEST PARISH GARDEN CEMETERY COMMITTEE

See westparishgardencemetery.org for more information.

HERITAGE EDUCATION/PRESERVATION AWARDS

The 21st Annual Andover Preservation Awards were held on May 17, 2011 at Memorial Hall Library in cooperation with the Andover Historical Society and the Ballardvale Historic District Commission. Nine outstanding examples of historic preservation were awarded in the community this year.

PROJECTS OF NOTE

- Historic Building Survey Project – www.mhl.org/historicpreservation/

The historic preservation website is a digitized version of the general survey of Andover's historic buildings from the late 17th century through the early 20th century. The website, hosted by Memorial Hall Library, allows researchers and Town departments internet access to this information as well as maps of the Town's historic districts, information on house renovation and links to other resources. As a work in progress, it will be modified

as new information becomes available. Phase 2 of this project will broaden the survey to include appropriate 20th century buildings.

- Preservation Restrictions

The Commission continues to develop goals and pursue opportunities to better preserve Andover's historic resources. Preservation restrictions are an approval requirement of the Dimensional Special Permit for Historic Preservation. The Commission encourages individual homeowners to consider Preservation Restrictions or easements for the protection of their historic properties. Two properties received Preservation Restriction approval from the Massachusetts Historical Commission this year.

- Historic Restoration/Rehabilitation Information

Acting in our advisory capacity, the Commission is developing and offering educational materials to the public. These resources help individual building owners understand the meaning of historic preservation, instructs them on the selection of appropriate materials and directs them to appropriate alternatives when cost is an issue. As always, the Commission will advise building owners on their historic preservation projects. All new information will be available on the website.

ANIMAL INSPECTION

	<u>2009</u>	<u>2010</u>	<u>2011</u>
Number of dogs quarantined for biting	18	13	10
Number of animals tested for rabies	7	5	6
Number testing positive for rabies	0	0	0
Number of cats quarantined for rabies exposure	35	47	25
Number of dogs quarantined for rabies exposure	14	26	14
Number of barns inspected	15	20	19
Number of beef cattle	0	2	3
Number of beef steers	0	1	0
Number of beef herds	0	1	1
Number of horses	68	86	77
Number of donkeys	5	5	5
Number of sheep	0	4	0
Number of goats	0	20	17
Number of swine	100	77	60
Number of swine herds	1	1	1
Number of llamas	27	27	34

The annual Rabies Immunization Clinic was held on Saturday, April 3, 2011 at the Andover Animal Hospital on Lowell Street.

MARGARET G. TOWLE FUND

Under the terms of her will, the late Margaret G. Towle, long-time resident of Andover, bequeathed the residue of her estate to the Town of Andover, to be held and administered by it as a permanent trust fund. This trust is now known as the Margaret G. Towle Fund. Mrs. Towle stipulated in her will that the income from this fund "be devoted to the assistance of the procurement of assistance for worthy persons residing in the Town of Andover who may be in need of aid, comfort or support on account of old age, disability or unemployment."

The Fund is administered by a group of three Trustees, chosen by the Town Manager with the approval of the Board of Selectmen, which has disbursed the income from the Fund in accordance with the terms of Mrs. Towle's will. The cases are referred to the Trustees by private charitable groups and organizations, the Clergy and interested individuals.

During 2011, the Trustees acted on fourteen cases, disbursing \$13,940.66. Only the income of the Fund is available. The principal of \$345,825.50 and a substantial portion of the current income are invested under the direction of the Trustees. All disbursements are made by the Town Treasurer upon vouchers approved by the Trustees.

Balance of Income as of Dec. 31, 2010	\$90,987.30
Receipts – 2011	<u>14,582.54</u>
	\$105,569.84
Disbursements – 2011	<u>13,940.66</u>
Balance of Income as of Dec. 31, 2011	\$ 91,629.18

JOHN CORNELL FUEL ASSISTANCE FUND

The John Cornell Fuel Assistance Fund was established by Article 17 of the 1893 Annual Town Meeting. Five thousand dollars was left to the Town to be used for the needy and poor to purchase wood or coal. In 1995 the trust documents were modified by the Probate Court of Massachusetts to permit the use of all types of fuel for heating, cooking or electrical purposes. Three Trustees, with staggered terms approved by vote at the Annual Town Meeting, administer the funds. The Trustees approved three applications during the year.

Balance on hand 6/30/10	\$53,161.36
Income – FY-2011	829.22
Expenditures – FY-2011	<u>1,200.00</u>
Balance as of 6/30/11	\$54,798.83

TOWN OF ANDOVER, MASSACHUSETTS
BALANCE SHEET
June 30, 2011

ASSETS	GENERAL FUND	ENTERPRISE		CAPITAL PROJECT	SPECIAL REVENUE	INTERNAL SERVICE FD	EXPENDABLE TRUST	LT DEBT	GRAND TOTAL
		WATER	SEWER						
Cash and Equivalents	8,073,372.38	1,683,984.38	2,428,142.49	7,691,288.47	5,355,488.31	1,100,200.96	8,487,366.94		34,819,843.93
Property Taxes									
Personal Property	116,221.99								116,221.99
Real Estate	1,792,717.50								1,792,717.50
Motor Vehicle Excise	801,391.25								801,391.25
User Fees		310,695.18	430,836.06						741,531.24
Special Assessments		69.00	12,292,992.13						12,293,061.13
Tax Liens	1,334,698.24		16,040.74						1,375,511.83
Deferred Tax	166,283.42	24,772.85	25,146.59						191,430.01
Tax Foreclosure	250,160.38								250,160.38
Due from other Governments	0.00				141,982.00				141,982.00
Other Receivables	554,403.22				77,735.50				632,138.72
Total Cash & Receivables	13,089,248.38	2,019,521.41	15,193,158.01	7,691,288.47	5,575,205.81	1,100,200.96	8,487,366.94	0.00	53,155,989.98
Other Assets									
Amounts to be Provided for:									
Long Term Debt								86,828,019.00	86,828,019.00
Total Assets	0.00	2,019,521.41	15,193,158.01	7,691,288.47	5,575,205.81	1,100,200.96	8,487,366.94		139,984,008.98
LIABILITIES AND RESERVES									
Warrants Payable	541,848.14	48,346.70	23,867.77	315,263.72	156,282.80		2,941.87		1,088,551.00
Accrued Payroll	3,035,142.01	20,489.26	5,489.04		72,670.10				3,133,790.41
Property Taxes Paid In Advance	99,479.20								99,479.20
Liabilities Due Depositors	228,709.49		8,889.90						237,599.39
Accrued Payroll Withholdings	(644.90)								(644.90)
Reserve for Abatelements	1,390,970.14								1,390,970.14
Deferred Revenue	3,515,305.34	335,537.03	12,765,015.52	1,613,000.00	77,735.52				16,693,593.41
Bond Anticipation Notes Payable	0.00								1,613,000.00
Repayment of Long Term Debt	0.00							86,828,019.00	86,828,019.00
Total Liabilities	8,810,809.42	404,372.99	12,803,262.23	1,928,263.72	306,688.42	0.00	2,941.87		111,084,357.65
Fund Balances									
Unreserved	3,450,876.88	965,843.89	2,029,895.78	5,763,024.75	5,268,517.39	1,100,200.96	8,484,425.07		27,062,784.72
Reserved for:									
Continued Appropriations	13,998.75								13,998.75
Encumbrances	817,052.87	214,304.53							1,031,357.40
FB Reserve for Expenditures	0.00	435,000.00	360,000.00						795,000.00
Reserve for Debt Service - Premium Amortization	21,551.69								21,551.69
FB Designated for Snow Overdraft	(25,041.23)								(25,041.23)
FB Designated	0.00								0.00
Total Fund Balances	4,278,438.96	1,615,148.42	2,389,895.78	5,763,024.75	5,268,517.39	1,100,200.96	8,484,425.07	0.00	28,899,651.33
Total Liab. & Fund Balance	13,089,248.38	2,019,521.41	15,193,158.01	7,691,288.47	5,575,205.81	1,100,200.96	8,487,366.94	86,828,019.00	139,984,008.98

TOWN OF ANDOVER, MASSACHUSETTS
COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
ALL GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS
FOR THE FISCAL YEAR ENDING 6/30/2011

	General Fund	Water Enterprise	Sewer Enterprise	Proprietary Fund Type Capital Projects	Special Revenue	Internal Service	Fund Type Expendable Trust	Total (Memorandum Only)
Revenues:								
Motor Vehicle Excise	4,531,283.16							4,531,283.16
Other Excise	1,767,063.06							1,767,063.06
Penalties and Interest on Taxes and Excises	409,888.18							409,888.18
Payments in Lieu of Taxes	160,994.70							160,994.70
Fees	29,799.90							29,799.90
Charges for Services - Water	0.00	6,931,522.97						6,931,522.97
Charges for Services - Sewer	0.00		3,325,369.38					3,325,369.38
Departmental Revenue - School	262,822.55							262,822.55
Departmental Revenue - Library	13,099.91							13,099.91
Other Departmental Revenue (dist to non recu	734,194.42	254,449.09						988,643.51
Utility Liens	0.00	105,777.63	77,926.93					183,704.56
Licenses and Permits	1,501,638.17							1,501,638.17
Special Assessments	0.00	1,558.62	1,721,496.99					1,723,055.61
Fines and Forfeits	440,928.34							440,928.34
Investment Income	94,811.55	3,075.39	6,446.19			2,509.59	313,296.60	420,133.72
Other	0.00				16,870,517.10			16,870,517.10
Intergovernmental	10,294,441.00			446,938.00				10,741,379.00
Real/Personal Property Taxes	103,110,919.48							103,110,919.48
Tax Titles	250,935.47							250,935.47
Offset								
DCS	550,261.00							550,261.00
Elder Services	122,793.59							122,793.59
Rentals	70,346.01							70,346.01
Off Duty Admin Fee	70,346.01							70,346.01
Cemetery Intermment Fees	52,678.00							52,678.00
Ambulance Fees	1,052,352.13							1,052,352.13
Trust Fund and other	0.00					4,824,551.12	464,516.92	5,289,068.04
	<u>125,521,596.63</u>	<u>7,296,383.70</u>	<u>5,131,239.49</u>	<u>446,938.00</u>	<u>16,870,517.10</u>	<u>4,827,060.71</u>	<u>777,813.52</u>	<u>160,871,549.15</u>
Expenditures								
General Government	5,694,861.68							5,694,861.68
Community Service	1,656,443.23			487,427.53				2,143,870.76
Municipal Maintenance	4,501,501.64			2,104,572.16				6,606,073.80
Public Safety	14,258,639.15			348,544.19				14,607,183.34
Water Enterprises	0.00	3,435,042.23		663,468.21				4,098,510.44
Sewer Enterprise	0.00		2,193,849.45	339,280.16				2,533,129.61
Public Works	5,714,338.26							5,714,338.26
Library	2,529,868.90							2,529,868.90
School	61,866,194.09			3,710,674.63	10,937,475.86			76,514,344.58
Insurance	734,996.30							734,996.30
Health Insurance	19,759.50							19,759.50
Debt Service	11,820,643.97							11,820,643.97
Unemployment Comp	204,000.00							204,000.00
Retirement	4,712,555.00							4,712,555.00
State and County Assessments	2,860,658.00							2,860,658.00
Other	484,693.99			561,875.63	4,723,509.31	18,513,000.77	54,845.90	24,337,925.60
	<u>117,059,153.71</u>	<u>3,435,042.23</u>	<u>2,193,849.45</u>	<u>8,215,842.51</u>	<u>15,660,985.17</u>	<u>18,513,000.77</u>	<u>54,845.90</u>	<u>165,132,719.74</u>
Other Financing Sources (Uses)								
Long Term Bond Issuance	0.00			7,550,000.00				7,550,000.00
Health Insurance Appropriation	(13,640,000.00)					13,640,000.00		0.00
Art 05, 2010 2011 Capital Projects	(1,246,000.00)			1,246,000.00				0.00
Adj of MSAB Funds- 2010	(76,862.00)			76,862.00				0.00
Reserve Fund #6 Trans to Special I	(23,412.00)				23,412.00			0.00
Art 43, 2011 Vehicles	0.00	(35,000.00)	(35,000.00)	70,000.00				0.00
Art 18, 2011 Fund 6343	(35,000.00)			35,000.00				0.00
Art 21, 2011 Fund 6344	(25,000.00)			25,000.00				0.00
Art 20, 2011 OPEB Funding	(300,000.00)	(100,000.00)				400,000.00		0.00
Art 38, 2011 Wood	0.00			31,000.00			(31,000.00)	0.00
Water Enterprise Indirects	2,518,696.00	(2,518,696.00)						0.00
Sewer Enterprise Indirects	3,313,512.00		(3,313,512.00)					0.00
Receipts Reserved - Wetland Filing	20,000.00				(20,000.00)			0.00
Receipts Reserved - Parking Recei	278,864.00				(278,864.00)			0.00
From Perpetual Cares	34,000.00						(34,000.00)	0.00
	<u>(9,181,202.00)</u>	<u>(2,653,696.00)</u>	<u>(3,348,512.00)</u>	<u>9,033,862.00</u>	<u>(275,452.00)</u>	<u>14,040,000.00</u>	<u>(65,000.00)</u>	<u>7,550,000.00</u>
Excess (Deficiency) of Revenues over (Under) expenditures and other Financing Sources (Uses)	(718,759.08)	1,207,645.47	(411,121.96)	1,264,957.49	934,079.93	354,059.94	657,967.62	3,288,829.41
Fund Balance July 1, 2010	4,997,198.04	407,502.95	2,801,017.74	4,498,067.26	4,334,437.46	746,141.02	7,826,457.45	25,610,821.92
Fund Balance June 30, 2011	<u>4,278,438.96</u>	<u>1,615,148.42</u>	<u>2,389,895.78</u>	<u>5,763,024.75</u>	<u>5,268,517.39</u>	<u>1,100,200.96</u>	<u>8,484,425.07</u>	<u>28,899,651.33</u>

TOWN OF ANDOVER, MASSACHUSETTS
RECAP OF GENERAL FUND - BUDGET- FUND LEVEL
FISCAL YEAR ENDED 06/30/2011

	RES FOR ENCUM	APPROP (ORIGINAL)	OFFSET RECEIPTS	RESERVE	COMP FUND	OTHER ACCOUNTS	OTHER (STM)	OTHER	TOTAL AVAILABLE	EXPENDED	RES FOR ENCUM	TRANS TO UNRE FD BL
GENERAL GOVERNMENT												
Personal Services	195,908.75	4,237,482.00		22,184.81		20,000.00			4,455,575.56	4,274,089.74	51,713.84	129,791.98
Other Expenses	53,192.37	1,375,358.00				20,000.00			1,448,550.37	1,408,702.31	24,533.99	15,314.07
	249,101.12	5,612,840.00	0.00	22,184.81	0.00	20,000.00	0.00	0.00	5,904,125.93	5,682,772.05	76,247.83	145,106.05
COMMUNITY SERVICES												
Personal Services	9,321.15	670,987.00	550,000.00						1,220,987.00	1,210,226.39	3,230.00	7,530.61
Other Expenses	9,321.15	316,119.00	121,500.00						446,940.15	439,631.34	7,306.09	2.72
		987,106.00	671,500.00	0.00	0.00	0.00	0.00	0.00	1,667,927.15	1,649,857.73	10,536.09	7,533.33
MUNICIPAL MAINTENANCE												
Personal Services	34,814.00	2,985,484.00	60,000.00			34,000.00			3,114,298.00	3,080,800.00	33,000.00	498.00
Other Expenses	145,482.99	1,306,941.00	55,000.00						1,507,433.99	1,420,701.64	111,773.58	(25,041.23)
	180,306.99	4,292,425.00	115,000.00	0.00	0.00	34,000.00	0.00	0.00	4,621,731.99	4,501,501.64	144,773.58	(24,543.23)
PERSONAL SAFETY												
Personal Services	24,989.44	11,820,218.00	955,000.00	154,000.00		78,864.00			13,033,071.44	12,982,706.78	20,000.00	30,364.66
Other Expenses	219,909.95	1,025,910.00	70,000.00			200,000.00			1,515,819.95	1,275,932.37	228,676.44	11,211.14
	244,899.39	12,846,128.00	1,025,000.00	154,000.00	0.00	278,864.00	0.00	0.00	14,548,891.39	14,258,639.15	248,676.44	41,575.80
DEPARTMENT OF PUBLIC WORKS												
Personal Services	123,021.49	1,628,398.00							1,628,398.00	1,605,660.54		22,737.46
Other Expenses	123,021.49	3,582,800.00							4,205,821.49	4,108,677.72	91,263.26	5,880.51
		5,211,198.00	0.00	0.00	0.00	0.00	0.00	0.00	5,834,219.49	5,714,338.26	91,263.26	28,617.37
LIBRARY												
Personal Services	26,500.00	2,018,773.00							2,045,273.00	1,951,919.17		93,353.83
Other Expenses	2,090.76	576,400.00							578,490.76	577,949.73		541.03
	28,590.76	2,595,173.00	0.00	0.00	0.00	0.00	0.00	0.00	2,623,763.76	2,529,868.90	0.00	93,894.86
SCHOOL												
Personal Services	0.00	48,629,563.00				(199,955.19)			48,429,607.81	48,429,607.81		0.00
Other Expenses	203,386.26	13,258,858.00				199,955.19			13,662,201.45	13,436,586.28	225,615.17	0.00
	203,386.26	61,888,421.00	0.00	0.00	0.00	0.00	0.00	0.00	62,091,809.26	61,866,194.09	225,615.17	0.00
UNCLASSIFIED												
Compensation Fund		0.00							0.00	0.00		0.00
Reserve Fund		200,000.00							403.19	0.00		403.19
	0.00	200,000.00	0.00	(199,596.81)	0.00	0.00	0.00	0.00	403.19	0.00	0.00	403.19
FIXED EXPENSES												
GLRVTHS		484,924.00							484,924.00	484,693.99		230.01
Debt Service	1,500.00	12,002,493.00						(180,000.00)	11,823,993.00	11,816,623.34		7,369.66
Stabilization		0.00							0.00	0.00		0.00
Insurance	154,400.00	640,500.00						300,000.00	794,900.00	734,996.30	2,400.00	57,503.70
Health Insurance Fund	1,441.00	13,362,241.00							13,663,682.00	13,659,759.50		3,922.50
Unemployment Comp		204,000.00							204,000.00	204,000.00		0.00
Retirement		4,712,555.00							4,712,555.00	4,712,555.00		0.00
	157,341.00	31,406,713.00	0.00	0.00	0.00	0.00	0.00	120,000.00	31,684,054.00	31,612,628.13	2,400.00	69,025.87
	1,195,970.16	125,040,004.00	1,811,500.00	(23,412.00)	0.00	332,864.00	0.00	620,000.00	128,976,926.16	127,815,799.95	799,512.37	361,613.84
SEWER SYSTEM												
Personal Services	0.00	437,503.00						35,000.00	437,503.00	420,886.80	0.00	16,616.20
Other Expenses	32,333.00	1,995,244.00						35,000.00	2,062,577.00	5,222,094.65	151,559.47	(3,311,077.12)
	32,333.00	2,432,747.00	0.00	0.00	0.00	0.00	0.00	35,000.00	2,500,080.00	5,642,981.45	151,559.47	(3,294,460.92)
WATER DEPARTMENT												
Personal Services	2,168.26	1,700,053.00						135,000.00	1,702,221.26	1,430,589.71	25,872.79	245,758.76
Other Expenses	52,558.32	2,176,400.00						135,000.00	2,363,958.32	4,658,148.52	188,431.74	(2,482,621.94)
	54,726.58	3,876,453.00	0.00	0.00	0.00	0.00	0.00	135,000.00	4,066,179.58	6,088,738.23	214,304.53	(2,236,863.18)
	87,059.58	6,309,200.00	0.00	0.00	0.00	0.00	0.00	170,000.00	6,566,259.58	11,731,719.68	385,884.00	(5,531,324.10)
	1,283,029.74	131,349,204.00	1,811,500.00	(23,412.00)	0.00	332,864.00	0.00	790,000.00	135,543,185.74	139,547,519.63	1,165,376.37	(5,169,710.26)
GRAND TOTAL												

**Town of Andover
General Fund Special Articles
June 30, 2011**

ARTICLE NUMBER	ARTICLE TITLE	CONTINUED APPROPRIATION	OTHER ACCOUNTS	APPROPRIATION	TRANS FROM OTHER	TOTAL AVAILABLE	EXPENDED	OFU	ENCUMB	CONTINUED APPROPRIATION
ANNUAL	UNPAID BILLS	0.00				0.00				0.00
ANNUAL	FIREWORKS FUND	12,000.00		12,000.00		24,000.00	12,000.00			12,000.00
		12,000.00	0.00	12,000.00	0.00	24,000.00	12,000.00	0.00	0.00	12,000.00
ART 21, 2010	OPEB LIABILITY	0.00		300,000.00		300,000.00	300,000.00			0.00
		0.00	0.00	300,000.00	0.00	300,000.00	300,000.00	0.00	0.00	0.00
ART 57, 1995	WETLAND BYLAW	1,461.19				1,461.19				1,461.19
		1,461.19	0.00	0.00	0.00	1,461.19	0.00	0.00	0.00	1,461.19
ART 39, 2005	ELDERLY DISABLED TRANSPORT	477.16				477.16				477.16
ART 16, 2006	ELDERLY DISABLED TRANSPORT	0.00				0.00				0.00
ART 21, 2008	ELDERLY DISABLED TRANSPORT	4,895.50				4,895.50	4,835.00			60.50
ART 28, 2009	ELDERLY DISABLED TRANSPORT	7,291.00				7,291.00			7,291.00	0.00
ART 22, 2010	ELDERLY DISABLED TRANSPORT (T)	0.00		12,000.00		12,000.00	1,750.50		10,249.50	0.00
		12,663.66	0.00	12,000.00	0.00	24,663.66	6,585.50	0.00	17,540.50	537.66
ART 45, 1992	WAR MEMORIAL	89.63				89.63	89.63			0.00
		89.63	0.00	0.00	0.00	89.63	89.63	0.00	0.00	0.00
	TOTAL GENERAL FUND	26,214.48	0.00	324,000.00	0.00	350,214.48	318,675.13	0.00	17,540.50	13,998.85

TOWN OF ANDOVER
CAPITAL PROJECTS FUND
FISCAL YEAR ENDING JUNE 30, 2011

DESCRIPTION	1-Jul-10 Balance	ENCUMB	LTBOND PROCEEDS	OFU(S)	TOTAL AVAILABLE	TOTAL EXP	OFU	ENCUMB	30-Jun-11 Balance
ART 44 96 MID SCH ROOF ROOF	65.42				65.42				65.42
ART 09 00 MIDDLE ELEM SCHOOL	13,957.06	2,262.50			16,219.56				16,219.56
ART 11 05 SCHOOL BUILDING REPI/MP	79,622.64	40,854.18			120,476.82	86,193.91		23,517.40	10,765.51
ART 17 06 SCHOOL ROOF REPLACEMENTS	9,304.00				9,304.00	9,304.00			0.00
ART 46 06 SCHOOL HVAC REPLACEMENTS	3,427.14				3,427.14	3,413.27		19,530.98	13.87
ART 9-1 07 BANCROFTWEST EL	19,530.98				19,530.98				0.00
ART 15 07 SCHOOL ROOF REPLACE	1,320.00				1,320.00	1,320.00		9,764.00	0.00
ART 28 07 SCHOOL BUILDING MAINTENANCE	-227,964.47	3,500.00	300,000.00		75,535.53	36,030.55			29,740.98
ART 29 08 LOVELY FIELD RENOVATIONS	842.00				842.00				842.00
ART 27, 08 SCHOOL BLDG MAINT/RENOV	-736,476.92	8,159.41	810,000.00		81,682.49	13,837.29		4,135.44	63,709.76
ART 56 09 SCHOOL BLDG MAINT/REPAIR	-752,501.83	146,490.86	850,000.00		243,989.03	116,492.02		22,636.95	104,860.06
ART 58 09 VETS WAR MEMORIAL AUDITORIUM	-650,000.00	650,000.00	650,000.00		650,000.00	623,403.60		26,596.40	0.00
ART 41 10 SCHOOL MAINT & RENOVATION	-2,500.00		2,000,000.00		1,997,500.00	1,595,279.69	290,407.00	415,946.01	-304,132.70
ART 16 11 SCHOOL BLDG MAINT/RENOV				290,407.00	290,407.00			23,000.00	-23,000.00
ART 17 11 WEST MIDDLE GREEN REPAIRS									290,407.00
TOTAL SCHOOL	-2,241,373.98	851,266.95	4,610,000.00	290,407.00	3,510,299.97	2,485,274.33	290,407.00	545,127.18	189,491.46
BANCROFT REPLACEMENT									
ART 24, 08 BANCROFT FEASIBILITY STUDY	-5,961.00	12,159.05			6,198.05	6,198.05			0.00
ART 59 09 FEASIBILITY STUDY BANCROFT SCH	-404,532.00	390,000.00		264,200.00	249,668.00	422,095.19		2,527,765.00	-172,427.19
STW 3 10 BANCROFT SCHOOL REPLACE	-410,493.00	402,159.05	0.00	264,200.00	255,866.05	797,107.06	0.00	2,527,765.00	-3,324,872.06
ART 5 2004 2005 CIP (Effective 07/01/2004)	0.03				0.03	0.02			0.01
ART 5 2005 2006 CIP (Effective 07/01/2005)	737.88	1,097.68			1,835.56	1,835.56			0.00
ART 5 2006 2007 CIP (Effective 07/01/2006)	12,037.68	7,500.00			19,537.68	17,717.40		3,903.44	1,820.28
ART 5 2007 2008 CIP (Effective 07/01/2007)	101,315.04	1,614.00			102,929.04	52,617.00		52,926.63	46,408.60
ART 8 2008 2009 CIP (Effective 07/01/2008)	222,519.23	102,464.72			324,983.95	144,807.84		46,297.00	127,249.48
ART 5 2009 2010 CIP (Effective 07/01/2009)	727,253.57	48,863.50			776,117.07	437,105.68		30,934.00	292,714.39
ART 5 2010 2011 CIP (Effective 07/01/2010)	0.00			1,246,000.00	1,246,000.00	516,118.87			698,947.13
	1,063,863.43	161,539.90	0.00	1,246,000.00	2,471,403.33	1,170,202.37	0.00	134,061.07	1,167,139.89
ART 31 98 SEWER PLANS- SO	188,964.13				188,964.13				188,964.13
ART 34 98 SEWER PLN ROGERS	32,528.44				32,528.44				32,528.44
ART 42 98 ROGERS BROOK SEWER	26,516.30				26,516.30				26,516.30
ART 41 99 SEWER CONST MAIN ST	84,744.96				84,744.96				84,744.96
ART 44-3 02 SANITARY SEWER INFILTRATION	158,556.36	4,907.20			163,463.56	13,363.78		1,936.80	148,162.98
ART 25 04 SEWER METER		276,034.04			276,034.04	202,503.85		73,530.19	0.00
ART 2A 04 SOUTH MAIN STREET AREA SEWER	341,844.44				341,844.44				341,844.44
ART 33 06 REPAIR/REPLACE SANITARY SEWER	24,089.77				24,089.77				24,089.77
ART 36 07 DASCOMB/SGOOD SEWER	45,257.64				45,257.64				45,257.64
ART 41 07 KIRKLAND ST SEWER (BETTERMENTS)	39,702.65				39,702.65				39,702.65
ART 64 07 SHAWSHOEN PUMP STATION	167,489.14				167,489.14				167,489.14
ART 33 08 SHAWSHOEN RIVER OUTFALL SEWER	-30,424.38	124,986.68	300,000.00		394,562.30	268.88		124,986.68	269,306.74
ART 51 08 SEWER MAIN CONSTRUCTION	0.00		200,000.00		200,000.00	122,640.87			77,359.13
ART 32 10 SEWER MAIN CONST & RECONST	0.00				0.00				0.00
ART 46 10 SEWER LINE EXT LINCOLN ST	0.00				0.00	503.38			-503.38
TOTAL SEWER	1,079,269.45	405,927.92	500,000.00	0.00	1,985,197.37	339,280.76	0.00	200,453.67	1,445,462.94
ART 32-2 00 CONSERV MAINT/MP	12,196.63				12,196.63				9,204.76
ART 12 01 LAND ACQ LOWELL JCT ROAD	-16,701.04	3,156.00	100,000.00		86,454.96	2,991.87		3,156.00	83,298.96

TOWN OF ANDOVER
CAPITAL PROJECTS FUND
FISCAL YEAR ENDING JUNE 30, 2011

DESCRIPTION	1-Jul-10 Balance	ENCUMB	LTBOND PROCEEDS	OFU(S)	TOTAL AVAILABLE	TOTAL EXP	OFU	ENCUMB	30-Jun-11 Balance
ART 23 02 CONSERVATION FUND	56,755.10				56,755.10	4,809.26			51,945.84
ART 55 10 LAND - FOSTERS POND (SEE STM 1 2010)	0.00			259,600.00	479,600.00	479,626.40			-26.40
TOTAL CONSERVATION	52,250.69	3,156.00	320,000.00	259,600.00	635,006.69	487,427.53	0.00	3,156.00	144,423.16
ART 44 99 LANDFILL CLOSURE	-538,082.98				-538,082.98	81,800.71			-619,883.69
ART 43 06 LANDFILL CAP LEDGE ROAD	89,900.00	5,963.90			95,863.90			5,963.90	89,900.00
TOTAL LAND FILL STUDY	-448,182.98	5,963.90	0.00	0.00	-442,219.08	81,800.71	0.00	5,963.90	-529,983.69
ART 74 99 MAIN ST STREETScape	120,382.92				120,382.92	26,674.15		0.00	93,708.77
ART 48 02 MAIN ST IMPROVEMENTS	20,422.02				20,422.02	1,418.12			19,003.90
TOTAL OTHER	140,804.94	0.00	0.00	0.00	140,804.94	28,092.27	0.00	0.00	112,712.67
ART 27 96 REPAINT WATER	37,862.97				37,862.97				37,862.97
ART 30 00 WATER MAIN DISTRIBUTION	3,308.41				3,308.41				3,308.41
ART 42 02 WATER PLANT DESIGN	7,178.61				7,178.61	4,225.91			2,952.70
ART 18 03 WATER STORAGE TANK REHAB	80,000.00				80,000.00				80,000.00
ART 20 03 WATER PLANT IMPROVEMENTS	460,020.05				460,020.05	20,096.88		1,247.00	438,676.17
ART 25 04 WATER METERS	9,664.93				9,664.93	5,158.48			4,506.45
ART 34 05 WATER PLANT IMPROVE	1,657.66				1,657.66		1,657.66		0.00
ART 36 05 WATER DISTRIBUTION IMPROVEMENTS	237.03	42,900.00			43,137.03	75.00		42,900.00	162.03
ART 41 05 FISH BROOK PUMPING STATION	9,138.00	7,035.89			16,173.89		16,173.89		0.00
ART 55 05 HAGGERTS/FISHBROOK SALT ST	756.86				756.86		756.86		-0.02
ART 31 06 WATER MAIN REPLACEMENT	416,608.80				416,608.80	24,378.38		392,230.42	209,318.28
ART 32 06 WATER METERS	348,988.70	117,052.95			467,041.65	257,723.37			0.00
ART 35 07 WATER VEHICLE REPLACEMENT	164.65				164.65		164.65		0.00
ART 46 07 WATER DISTRIBUTION	500,000.00				500,000.00	5,765.90		40,023.08	454,211.02
ART 47 07 WATER PLANT PUMPS	69,935.59	2,193.61			72,129.20	35,602.15		4,767.00	31,760.05
ART 54 07 SALT BALANCE STUDY	14,576.42				14,576.42		14,576.42		0.00
ART 12 08 FISHBROOK PUMPING STATION	23,873.33	2,080.00			25,953.33	182.88			0.00
ART 29 09 WATER MAIN CONST/RECONST	99,492.50				99,492.50	668.50			98,824.00
ART 30 09 WATER SUPPLY IMPROVEMENTS	250,000.00				250,000.00				250,000.00
ART 65 09 WATER PLANT ROOF REPLACE	217,761.95	63,525.00			281,286.95	117,954.76			163,332.19
ART 33 10 WATER PLANT GAC REPLACE	0.00		300,000.00		300,000.00	187,740.00		95,360.00	16,900.00
ART 34 10 WATER PLANT HVAC & EQUIP	0.00				0.00	3,896.00		-3,896.00	59,089.95
ART 44 11 VARIABLE SPEED UMP				59,089.95	59,089.95				1,847,018.20
TOTAL WATER	2,552,226.46	234,787.45	300,000.00	59,089.95	3,146,113.86	663,468.21	59,089.95	576,527.50	
ART 24 97 SENIOR CITIZEN	2,157.07				2,157.07	2,157.07			0.00
ART 32 01 TOWN/SCHOOL PROJECTS	6,185.22				6,185.22	3,970.00			2,215.22
ART 33-5 01 WEST FIRE STATION - LONG TERM	30,514.13				30,514.13				30,514.13
ART 28-1 02 TOWN BUILDING IMPROVEMENTS	20,700.84				20,700.84	5,525.27			15,175.57
ART 32 04 SENIOR CTR PLANS	1,715.75				1,715.75				1,715.75
ART 46 06 TOWN HVAC REPLACEMENT	3,998.75	6,250.00			10,249.75	5,137.00		2,300.00	2,812.75
ART 48 06 LAND TRANSFER BUXTON CT	200.00				200.00				200.00
ART 27 07 TOWN BLDG RENOVATION	35,421.22	6,244.65			41,665.87	36,673.58			4,992.29
ART 51 07 ACQ BLANCHARD ST	55,771.66	13,938.34			69,710.00	38,843.22			30,866.78
ART 44 08 WM WOOD MEMORIAL	83,882.33				83,882.33	76,029.90		3,950.00	3,902.43
ART 49 08 PARKS & GROUNDS BUILDING	276,691.00				276,691.00				276,691.00
ART 28 08 TOWN BLDG RENOVATION	65,146.93				65,146.93			11,900.00	39,308.57
ART 36 08 FIRE DPW VEHICLES	7,761.00				7,761.00				7,761.00
ART 16 09 TOWN YARD LEWIS T	2,500.05				2,500.05	1,992.55			507.50
ART 17 09 CAMPENILLI DRIVE (RIGHT OF REFUSAL)	27,255.00				27,255.00				27,255.00
ART 18 09 SITE EVALUATION TOWN YARD	20,000.00				20,000.00				20,000.00

CAPITAL PROJECTS FUND
FISCAL YEAR ENDING JUNE 30, 2011

DESCRIPTION	1-Jul-10 Balance	ENCUMB	LTBOND PROCEEDS	OFU(S)	TOTAL AVAILABLE	TOTAL EXP	OFU	ENCUMB	30-Jun-11 Balance
ART 34 09 BVALLE FIRE REPLACEMENT	-3,900.00	3,900.00			0.00	15,750.00			-15,750.00
ART 55 09 TOWN BLDG MAINT/IMPROVE	-501,504.69	289,102.59	650,000.00		437,597.90	378,711.67		11,747.35	47,138.88
ART 57 09 BLANCHARD ST BALLFIELDS	-45,114.80	1,379.00	100,000.00		56,264.20	26,219.63			30,044.57
ART 42 10 TOWN BLDG MAINTENANCE	0.00				0.00	39,421.54		36,768.00	-76,189.54
STM 01 10 PURCHASE 3 BLANCHARD ST			290,000.00		290,000.00	290,000.00			0.00
ART 34 11 TOWN BUILDING MAINTENANCE					0.00			38,450.00	-38,450.00
ART 18 11 MUNICIPAL SERVICE FACILITY				35,000.00	35,000.00				35,000.00
ART 21 11 RENEWABLE ENERGY FACILITY				25,000.00	25,000.00				25,000.00
ART 38 11 SPRING GROVE MAINT				31,000.00	31,000.00				31,000.00
TOTAL MUNI BUILDING	89,382.46	320,814.58	1,040,000.00	91,000.00	1,541,197.04	934,369.79	0.00	105,115.35	501,711.90
ART 65-1 98 STORM DRAINAGE	27,340.16				27,340.16				0.00
ART 30 97 ROAD IMPROVEMENT	127.97				127.97				0.00
ART 46-3 99 TOWN CAPITAL	686.24				686.24				575.94
ART 88 99 IMPROVE ESSEX/PEARSON	3,500.00				3,500.00				3,500.00
ART 83 99 SALEM ST SIDEWALK	46,482.27				46,482.27				46,482.27
ART 64 98 SIDEWALK IMP	213.22				213.22				213.22
ART 54 00 LINCOLN CIRCLE/ILLIAN TER	9,173.99				9,173.99				9,673.99
ART 66 00 SIDEWALK RESTORATION	44,333.77				44,333.77				44,333.77
ART 70 00 SIDEWALK CHESTNUT ST	71,174.95				71,174.95				71,174.95
ART 22 01 SIDEWALK CROSS HIGH PLAIN	10,427.37				10,427.37				10,427.37
ART 28 01 ACQ SMITHSHIRE EST	56,946.18				56,946.18				56,946.18
ART 33-1 01 GIS	106.79				106.79				106.79
ART 44-1 02 HYDRANT REPLACEMENT	1,309.80				1,309.80	677.26			632.54
ART 44-2 02 GIS	40,311.06				40,311.06	3,634.85			36,676.21
ART 33 05 MORaine ST	6,152.90				6,152.90				6,152.90
ART 51 05 SIDEWALK RECONSTRUCTION	53,311.06				53,311.06				53,311.06
ART 9-2 07 BRIDGE REPAIRS	0.00	3,573.61			3,573.61				0.00
ART 38 07 ACQUIRE GRANLI DRIVE	1,838.58				1,838.58				1,838.58
ART 39 07 PEDESTRIAN FOOT BRIDGE	15,000.00				15,000.00				15,000.00
ART 52 07 BRIDGE REPAIRS	-100,000.00	36,685.49	100,000.00		36,685.49	12,541.14		24,144.35	0.00
ART 2A 07 ACQ 16 PEARSON ST	12,214.87	15,688.33			27,903.20	15,688.33		2,285.00	9,949.87
ART 3A 07 ACQ 18 PEARSON ST	12,606.67	15,688.33			28,295.00	27,815.33		480.00	-0.33
ART 4A 07 ACQ 37 PEARSON ST	25,593.41	1,800.00			27,393.41				27,393.41
ART 32 08 BRIDGE REPAIRS	-121,200.00	28,369.00	400,000.00		307,169.00	252,938.53		28,369.00	25,861.47
ART 52 10 REPAIRS TO PUBLIC WAYS	54,000.00				54,000.00	38,365.56			15,634.44
ART 50 08 STORM DRAINAGE IMPROVEMENTS	-143,777.25		280,000.00		136,222.75	69,669.01			66,553.74
TOTAL ROAD/STORM DRAIN	127,874.01	101,804.76	780,000.00	0.00	1,009,678.77	451,982.05	0.00	55,258.35	502,438.37
ART 56 97 PUBLIC SAFETY	23.46				23.46				23.46
ART 47 99 PUB SAF ANTENNAS	3,920.50				3,920.50				3,920.50
ART 10-1 02 PUBLIC SAFETY ADDL CONTINGENCY	355.01				355.01				355.01
ART 34-3 02 REVERSE 911	726.30				726.30				726.30
ART 30 10 FIRE RESCUE AMBULANCE	0.00				0.00	222,544.19			-222,544.19
ART 40 10 DPW VEHICLES	0.00				0.00	126,000.00			-126,000.00
ART 23 11 DPW VEHICLES					0.00				0.00
ART 43 11 WATER & SEWER VEHICLES				70,000.00	70,000.00				70,000.00
GRAND TOTAL	5,025.27	0.00	0.00	70,000.00	75,025.27	348,544.19	0.00	0.00	-273,518.92
	2,010,646.75	2,487,420.51	7,550,000.00	2,280,306.95	14,328,374.21	8,215,842.51	349,506.95	4,153,428.02	1,509,596.73

TOWN OF ANDOVER
SPECIAL REVENUE/GRANTS ROLLFORWARDS
FISCAL YEAR ENDING JUNE 30, 2011

FUND/TITLE	Balance 07/01/10	Encumbrance	Inter-governmental	Interest	OFS	Depart- Mental	Total Available	Total Expenditures	OFU	Encumbrance	Balance 06/30/11
ELECTION OT GRANT	3,337.14		5,753.00				9,090.14	2,909.39			6,180.75
STATE GENERAL GOVERNMENT GRANTS	3,337.14	0.00	5,753.00	0.00	0.00	0.00	9,090.14	2,909.39	0.00	0.00	6,180.75
FY03 TRAFFIC ENFORCEMENT	-3,755.73					35,470.49	31,714.76	8,012.08			23,702.68
FY03 COMMUNITY POLICING	90.19						90.19	0.00			90.19
REGIONAL EMERG RESPONSE PLAN	-202.36						-202.36	0.00			-202.36
FEMA COM EMERG MGMT	1,493.00		150,375.31				151,868.31	73,033.63			78,834.68
BULLETT VEST PARTNERSHIP	5,619.47						5,619.47	0.00			5,619.47
SETB TRAINING	658.42						658.42	0.00			658.42
STUDENT AWARE OF FIRE EDUCATION	3,925.09		6,515.00				10,440.09	7,451.03			2,989.06
RESOURCE OFFICER GLTS	0.00					45,800.00	45,800.00	45,800.00			0.00
FY09 REG EMERG PREPAREDNESS	32,322.43	8,188.21	82,586.25				123,096.89	107,516.69		1,541.12	14,039.08
FEMA COM EMERG MGMT	2,500.00						2,500.00	0.00			2,500.00
FY09 911 PSAP SUPPORT	-2,198.68		64,900.04				62,701.36	76,131.49			-13,430.13
DEPARTMENT TRAINING GRANT	-3,859.66		7,201.38				3,341.72	12,373.56			-9,031.84
FY99 CFDA 97.042			210,708.00		23,412.00		0.00	11,000.00			-11,000.00
FY10 CFDA 97.044	-13,236.12		13,233.00				-3.12	0.00			0.00
DISASTER REIMBURSEMENTS	14,550.98					17,797.46	32,348.44	0.00			32,348.44
ALTERNATIVE SENTENCING	300.00						300.00	0.00			300.00
STATE PUBLIC SAFETY GRANTS	38,207.03	8,188.21	535,518.98	0.00	23,412.00	99,067.95	704,394.17	575,438.48	0.00	1,541.12	127,414.57
CHAPTER 90	-29,575.85		1,074,925.88				1,045,350.03	1,045,350.03			0.00
PWED G-9403	-55,921.65	55,921.65					0.00	0.00		55,921.65	-55,921.65
PWED	93,026.13			603.01			93,629.14	0.00			93,629.14
STATE PUBLIC WORKS GRANTS	7,528.63	55,921.65	1,074,925.88	603.01	0.00	0.00	1,138,979.17	1,045,350.03	0.00	55,921.65	37,707.49
HEALTHY COMMUNITY	25,856.35	12,357.34	73,000.00				111,213.69	81,807.62		25,567.51	3,838.56
RECYCLE INCENTIVE	25,938.79						25,938.79	0.00			25,938.79
NEW HORIZONS FOR YOUTH	1,368.49						1,368.49	387.74			980.75
FY03 COA FORMULA GRANT	-159.00					33,383.00	33,224.00	33,382.37			-158.37
LAHEY CLINIC NUTRITION GRANT	5,294.73						5,294.73	0.00			5,294.73
GREATER RIVER VALLEY MRC	303.31	2,556.31				25,518.34	28,377.96	26,073.45			2,304.51
ENERGY EDUCATION ELDER SERVICES	1,141.10						1,141.10	0.00			1,141.10
GREEN COMMUNITIES	0.00		120,246.75				120,246.75	0.00			120,246.75
D TECH ASSIST GRANT	10,128.00						10,128.00	0.00			10,128.00
CLEAN ENERGY CHOICE	1,975.70						1,975.70	0.00			1,975.70
ARTS LOTTERY COUNCIL	5,770.32					4,240.00	10,010.32	4,300.64			5,709.68
RIGHT TO KNOW	973.30						973.30	0.00			973.30
COMM CTR ELDER NUTRITION	-124.98					-124.98	-124.98	0.00			-124.98
NAT ASSN CNTY/CITY HEALTH OF	6,574.41		5,000.00				11,574.41	837.10			10,737.31
SECONDHAND SMOKE INITIATIVE	1,000.00						1,000.00	0.00			1,000.00
PUBLIC HEALTH EMERGENCY	126,453.48						126,453.48	6,982.89			119,470.59
LIBRARY AID CH 78 SEC 19A	100,278.33		44,223.93				144,502.26	41,128.22			103,374.04
LIBRARY AID CH 139	20,433.66		17,476.66				37,910.32	0.00			37,910.32
OTHER STATE GRANTS	333,205.99	14,913.65	259,947.34	0.00	0.00	63,141.34	671,208.32	194,900.03	0.00	25,567.51	450,740.78
CEMETERY SALE OF LOTS FUND	5,227.33						5,227.33	0.00			5,227.33
SALE OF REAL ESTATE	18,870.00						18,870.00	0.00			18,870.00

TOWN OF ANDOVER
SPECIAL REVENUE/GRANTS ROLLFORWARDS
FISCAL YEAR ENDING JUNE 30, 2011

FUND/TITLE	Balance 07/01/10	Encumbrances	Inter-govtmental	Interest	OFS	Depart- Mental	Total Available	Total Expenditures	OFU	Encumbrance	Balance 06/30/11
BUILD/FIRE CODE Ch 148A, Sec 5	0.00					1,500.00	1,500.00	0.00			1,500.00
WETLAND FILING FEES	162,678.56					13,473.00	176,151.56	0.00	20,000.00		156,151.56
OFF STREET PARKING	86,991.96					255,926.98	342,918.94	0.00	278,864.00		64,054.94
RECEIPTS RESERVED FOR APPROPRIATION	273,767.85	0.00	0.00	0.00	0.00	270,899.98	544,667.83	0.00	298,864.00	0.00	245,803.83
SPED ENTITLEMENT	158,976.86	15,570.27					174,547.13	174,547.13			0.00
SPED ENTITLEMENT	0.00		1,422,723.00				1,422,723.00	1,308,694.46		887.50	113,141.04
EARLY CHILDHOOD ALLOCATION	0.00		23,439.60				23,439.60	23,439.60			0.00
TITLE III LEP SUPPORT 180	0.00		9,672.00				9,672.00	8,670.72		1,165.00	-163.72
CIRCUIT BREAKER	-401,375.00		1,852,164.00				1,450,789.00	1,325,034.00			121,755.00
DRUG FREE SCHOOLS	0.00		6,395.00				6,395.00	6,395.00			0.00
TITLE I READING	0.00		188,625.00				188,625.00	171,380.80			17,244.20
Tech DATA DRIVEN DECISIONS	-3,944.30	3,383.00	9,007.50				8,446.20	8,446.20			0.00
TITLE 1	12,516.04						12,516.04	12,516.04			0.00
PROFESSIONAL DEVELOPMENT	14,017.05	4,620.00					18,637.05	18,637.05			0.00
PROF DEB TEACHER QUALITY 140	0.00		107,731.00				107,731.00	85,097.80		650.00	21,983.20
ACADEMIC SUPPORT	1,250.80						1,250.80	1,250.80			0.00
ACADEMIC SUPPORT	0.00		10,390.00				10,390.00	12,300.00			-1,910.00
SUMMER ACADEMIC SUPPORT 625	0.00	715.00	5,000.00				5,000.00	5,000.00			0.00
CAROL WHITE PHYS ED	-4,495.84		9,482.28				5,701.44	5,701.44			0.00
CAROL WHITE PHYS ED	0.00		200,090.98				200,090.98	239,732.69		2,275.00	-41,916.71
ESSENTIAL SCHOOL HEALTH SERV	0.00		103,320.00				103,320.00	101,251.72		2,068.28	0.00
ESSENTIAL SCHOOL HEALTH SERV YR 2	0.00	2,055.00					2,055.00	2,055.00			0.00
ARRA SFSF	0.00		36,994.00				36,994.00	36,994.00			0.00
ARRA - IDEA 760	39,464.24	12,734.15	498.00				52,696.39	52,696.39			0.00
ARRA - IDEA 760	0.00		984,339.60				984,339.60	984,022.00		317.00	0.60
ARRA - IDEA 760 FY11	0.00		34,994.60				34,994.60	34,994.60			0.00
LEADERSHIP IN AMERICA	-57,403.63	52,626.30	267,710.87				252,933.54	252,933.54			0.00
STEM ENGINEERING YR2	33,208.52	11,637.50					44,846.02	44,846.02			0.00
REVOLVING FUNDS EDUCATION	-217,785.26	103,341.22	5,272,577.43	0.00	0.00	0.00	5,158,133.39	4,920,637.00	0.00	7,362.78	230,133.61
ATHLETIC REVOLVING	70,276.17	1,515.42				422,641.67	494,433.26	424,013.13		2,782.14	67,637.99
REVOLVING FUNDS ATHLETIC	70,276.17	1,515.42	0.00	0.00	0.00	422,641.67	494,433.26	424,013.13	0.00	2,782.14	67,637.99
CH44 SEC 53E 1/2 LEGAL NOTICES	90,637.92					-6,491.72	84,146.20	83,940.10			206.10
CH44 SEC 53E 1/2 DCS REVOLVING	367,880.05					413,965.02	781,845.07	466,918.91			314,926.16
CH44 SEC 53E 1/2 YOUTH SERVICES	28,632.73					283,483.54	312,116.27	283,457.29			28,658.98
CH44 SEC 53E 1/2 ELDER SERVICES	156,467.92					145,747.30	309,567.22	142,062.00		4,500.00	163,005.22
CH44 SEC 53E 1/2 TITLE V HEALTH CLINICS	24,551.72	7,352.00				27,839.19	52,390.91	27,238.38			25,152.53
CH44 SEC 53E 1/2 LIBRARY AUDIOVISUAL	14,053.72					22,239.00	36,292.72	27,955.94			8,336.78
CH44 SEC 53E 1/2 FIELDS REVOLVING	30,625.08					78,508.00	109,133.08	56,731.99			52,401.09
CH44 SEC 53E 1/2 POLICE ANTENNEA	25,650.51					4,658.46	30,308.97	0.00			30,308.97
CH44 SEC 53E 1/2 BALD HILL COMP	29,553.46					23,518.00	53,071.46	4,000.00		7,565.00	41,506.46
CH44 SEC 53E 1/2 DPW CRT/HWW	22,920.00					10,023.55	32,943.55	0.00			32,943.55
CH44 SEC 53E 1/2 FIRE	10,980.36					26,080.62	37,060.98	9,616.00			27,444.98
REVOLVING CHAPTER 44 53 E 1/2	801,963.47	7,352.00	0.00	0.00	0.00	1,029,570.96	1,838,876.43	1,101,920.61	0.00	12,065.00	724,890.82
TOWN DAMAGE RESTITUTION	25,712.43						25,712.43	0.00			25,712.43

TOWN OF ANDOVER
SPECIAL REVENUE/GRANTS ROLLFORWARDS
FISCAL YEAR ENDING JUNE 30, 2011

FUND/TITLE	Balance 07/01/10	Encumbrance	Intergovmental	Interest	OFS	Depart- Mental	Total Available	Total Expenditures	OFU	Encumbrance	Balance 06/30/11
FRONTAGE ROAD	3,855.66						3,855.66	0.00			3,855.66
PUBLIC SAFETY DAMAGE REST	7,333.83						7,333.83	0.00			7,333.83
PUBLIC WORKS DAMAGE REST	45,794.37					16,082.38	61,876.75	17,288.00		52,528.00	-7,939.25
RECYCLABLE BATTERY PROGRAM	1,253.84						1,253.84	0.00			1,253.84
LOST/DAMAGED BOOKS	10,513.23					6,800.75	17,313.98	6,814.00			10,499.98
P&F DAMAGE RESTITUTION	2,505.99					28,034.86	30,540.85	29,888.95			651.90
OTHER REVOLVING FUNDS	96,969.35	0.00	0.00	0.00	0.00	50,917.99	147,887.34	53,990.95	0.00	52,528.00	41,368.39
CORPORATE GRANTS	6,755.93					97,755.60	104,511.53	35,150.89		22,100.00	47,260.64
OTHER GIFTS AND GRANTS	8,810.67						8,810.67	0.00			8,810.67
GEMS GRANT	9,009.35	3,235.88					12,245.23	4,453.29		162.26	7,629.68
EARLY CHILDHOOD REV	5,066.81					98,112.28	103,169.09	103,028.20			140.89
SCHOOL DAMAGE Ch 55 sec 53 1/2	4,515.27						4,515.27	0.00			4,515.27
COMMUNITY A.S.K. REVOLVING	2,252.09						2,252.09	0.00			2,252.09
PARENT TO PARENT REVOLVING	15,321.83	500.00				7,400.00	23,221.83	5,142.79			18,079.04
ANDOVER C.A.R.E.S.	3,815.33						3,815.33	0.00			3,815.33
ALL DAY KINDERGARTEN	354,650.10					1,097,027.52	1,451,677.62	1,218,631.21		1,452.54	231,593.87
EXTRA CURRICULAR REV	73,744.59					191,240.12	264,984.71	202,095.53			62,889.18
INSTRUMENTAL MUSIC REVOLVING	13,329.46					9,985.00	23,314.46	11,961.24			11,353.22
FINE ARTS	23,545.26					47,246.07	70,791.33	46,385.12			24,406.21
PHYS ED REVOLVING	4,694.67					1,940.00	6,634.67	123.75			6,510.92
AIRS	17,565.30					312.95	17,878.25	10,339.36			7,538.89
LOST BOOKS	40,464.61					8,762.08	49,226.69	9,693.09		1,475.00	38,058.60
COLLINS CTR REVOLVING	20.35	270.00				236,674.10	236,964.45	224,322.80		793.50	11,848.15
OUTSIDE ACTIVITIES REV	83,074.45					119,991.35	203,065.80	113,406.95		6,105.00	83,553.85
AND/LAW COLLAB. REV.	1,472.26						1,472.26	1,472.26			0.00
TRANSPORTATION REVOLVING	112,312.18					281,485.00	393,797.18	360,102.19		747.50	32,947.49
COPY CENTER REVOLVING (Ch 44 Sec 53 E 1	825.46					4,630.55	5,456.01	4,670.17			785.84
BANCROFT GIFTS AND DONATIONS	0.02					1,541.59	1,541.61	944.84			596.77
SANBORN GIFTS AND GRANTS	15,719.93					15,150.00	30,869.93	20,642.88		401.74	9,825.31
SOUTH SCHOOL GIFTS AND GRANTS	23,668.92					14,030.00	37,698.92	25,472.80			12,226.12
WEST ELEM GIFTS AND GRANTS	0.02						0.02	0.00			0.02
HIGH PLAIN GIFTS AND GRANTS	1,445.79	158.64					1,604.43	469.90			1,134.53
WOOD HILL GIFTS AND GRANTS	1,603.19					20,350.00	21,953.19	10,277.42		2,625.00	9,050.77
DMS ENGINEERING GIFTS AND GRANTS	1,655.24					4,365.90	6,021.14	3,441.28			2,579.86
WEST MIDDLE GIFTS AND GRANTS	1,746.92					27,614.00	29,360.92	24,578.26			4,782.66
ANDOVER HIGH GIFTS AND GRANTS	5,463.56					6,791.04	12,254.60	8,408.74			3,845.86
STUDENT ACTIVITY MGL 71/47	548,378.56					1,149,806.83	1,698,185.39	1,050,214.71			647,970.68
OTHER SPECIAL REVENUE FUNDS EDUCATI	1,380,918.12	4,164.52	0.00	0.00	0.00	3,442,211.98	4,827,294.62	3,495,429.67	0.00	35,862.54	1,296,002.41
FOOD SERVICES	219,925.01		319,797.96			1,938,824.68	2,478,547.65	2,097,396.06			381,151.59
OTHER SPECIAL REVENUE FUNDS SCHOOL	219,925.01	0.00	319,797.96	0.00	0.00	1,938,824.68	2,478,547.65	2,097,396.06	0.00	0.00	381,151.59
PREMIUM ON BOND ISSUE	0.00					274,987.81	274,987.81	274,987.81			0.00
VETERAN'S SERVICES GIFTS	4,947.07					1,606.00	6,553.07	1,710.27			4,842.80
CABLE TV COMMUNITY ACCESS	511,229.74					361,056.78	872,286.52	125,459.53		16,375.00	730,451.99
CABLE TV VERIZON	145,877.79					295,980.78	441,858.57	249,135.82			192,722.75
GIFT - FIREWORKS	8,579.22					1,473.55	10,052.77	2,000.00			8,052.77
SHED CONTRIBUTIONS	7,263.81						7,263.81	0.00			7,263.81

TOWN OF ANDOVER
SPECIAL REVENUE/GRANTS ROLLFORWARDS
FISCAL YEAR ENDING JUNE 30, 2011

FUND/TITLE	Balance 07/01/10	Encumbrance	Inter-governmental	Interest	OFS	Dept- Mental	Total Available	Total Expenditures	OFU	Encumbrance	Balance 06/30/11
OLD TOWN HALL RESTORATION	468.78						468.78	0.00			468.78
TOWN GIFT & DONATIONS	11,049.92					22,900.00	33,949.92	0.00			33,949.92
CONSERVATION GIFT	4,778.84					6,820.00	11,598.84	4,904.94			6,693.90
CONSERVATION TRAIL ACCOUNT	-333.71					428.00	94.29	0.00			94.29
DCS-GIFT	6,358.31					80.45	6,438.76	0.00			6,438.76
YOUTH SERVICES GIFTS/CONTRIBUTIONS	125,112.61					18,870.00	143,982.61	11,561.36			132,321.25
COA SENIOR CONNECTIONS	76,592.90					77,585.00	154,177.90	94,893.37			59,484.53
COA SCHOLARSHIPS	3,289.25					359.50	3,648.75	0.00			3,648.75
LIBRARY GIFTS & DONATIONS	32,494.30					19,177.01	51,671.31	11,436.80			40,234.51
HOME FOR THE AGED GIFT	37,405.44					1,450.03	38,855.47	169.40			38,686.07
DPW ADMIN GIFT	0.00	186.11					186.11	10.95		186.11	-10.95
CHOLESTEROL SCREENING	350.76					1,000.00	1,350.76	927.13			423.63
BALLARDVALE HIST DIST GIFT	0.00						0.00	74.70			-74.70
POLICE GIFTS AND DONATIONS	6,305.23						6,305.23	0.00			6,305.23
ANDOVER HOUSING PARTNERSHIP GIFT	-2,389.00						-2,389.00	0.00			-2,389.00
LOWELL ST/SHAWSEEN TRAFFIC MITIGATION	5,000.00						5,000.00	0.00			5,000.00
SHINGLES PREV VACCINATION	2,322.14					19,500.00	21,822.14	16,432.03			5,390.11
GIFTS FIREDEPARTMENTS	2,413.61					2,650.00	5,063.61	2,615.00			2,448.61
CH44 SEC 53G PEER REVIEWS						48,994.60	48,994.60	6,925.45			42,069.15
TIMOTHY HORNE - GIFT AYS	159,178.09			5,955.67			165,133.76	7,008.78			158,124.98
MAIN ST UPKEEP GIFT	52,271.43			1,834.33			54,105.76	1,118.95			52,986.81
OTHER SPECIAL REVENUE FUNDS	1,200,566.53	186.11	0.00	7,790.00	0.00	1,154,919.51	2,363,462.15	811,272.29	0.00	16,561.11	1,535,628.75
	4,208,870.03	195,582.78	7,468,520.59	8,393.01	23,412.00	8,472,196.06	20,376,974.47	14,723,257.64	298,864.00	210,191.85	5,144,660.98
AGENCY ACCOUNTS											
MEALS TAX CAFETERIA	606.20					3,467.36	4,073.56	3,486.58			586.98
FISHING LICENSES TO STATE	0.00					1,409.00	1,409.00	1,409.00			0.00
POLICE OFF DUTY	-67,941.25					822,159.50	754,218.25	831,953.75			-77,735.50
FIRE OFF DUTY	-6,070.00					49,956.86	43,886.86	53,446.86			-9,560.00
FIREARMS PERMITS	0.00					8,435.00	8,435.00	8,425.00			10.00
AMBULANCE AGENCY ACCOUNTS	3,305.88			33,916.91			37,222.79	37,222.79			0.00
MEALS TAX ELDER SERVICES	83.82			2,063.41			2,147.23	1,783.55			363.68
	-70,016.35	0.00	0.00	0.00	0.00	921,408.04	851,392.69	937,727.53	0.00	0.00	-86,334.84
	4,138,854.68	195,582.78	7,468,520.59	8,393.01	23,412.00	9,393,604.10	21,228,367.16	15,660,985.17	298,864.00	210,191.85	5,058,326.14

TRUST-CEMETERY -SPECIAL FUNDS
IN CUSTODY OF THE TOWN TREASURER
YEAR ENDING JUNE 30, 2011

FUND	PRINCIPAL	BALANCE July 1, 2010	DEPOSITS	OTHER	INCOME	DRAWN	BALANCE June 30, 2011
STABILIZATION		4,433,140.70			166,217.89		4,599,358.59
C.D. WOOD		1,193,490.66			45,467.33		1,238,957.99
OPEB ART 21, 2010		258,120.00	400,000.00		45,889.10		704,009.10
ESTATE S.P. WHITE	5,766.63	16,222.76			49.54		16,272.30
POLICE DRUG ACCOUNT		19,724.11	18,351.50		10.09	19,431.77	18,653.93
TOWN 400TH CELEBRATION		9,389.23			354.26		9,743.49
J. GREELEY	5,000.00	7,761.33			293.79		8,055.12
MARGARET G. TOWLE	345,825.50	345,825.50					345,825.50
MARGARET G. TOWLE		94,314.69			16,348.19	18,461.04	92,201.84
JOHN CORNELL	5,000.00	53,161.36	829.22		2,008.25	1,200.00	54,798.83
DAVID & LUCY SHAW	10,000.00	50,289.76			1,898.45		52,188.21
W.L. RAYMOND	7,845.81	56,941.70			2,150.06		59,091.76
A.J. LINCOLN	5,000.00	23,792.86			72.66		23,865.52
E.I. RAYMOND	1,302.77	3,084.49			116.44		3,200.93
TAYLOR	300.00	2,180.67			82.34		2,263.01
SPRING GROVE	932,825.77	1,010,779.33	14,937.00		22,084.15	65,000.00	982,800.48
SPRING GROVE FLOWERS		35,475.15			1,348.30	1,465.00	35,358.45
EMILINE LINCOLN	1,000.00	2,100.38			79.28		2,179.66
EMMA J. LINCOLN		1,150.70			711.00		1,861.70
CONSERVATION FUND		68,514.27			1,918.99		70,433.26
SMART	1,000.00	16,331.24			616.61	15.00	16,932.85
FARRINGTON		2,019.38			76.32	15.00	2,080.70
BALLARDVALE		1,423.88			53.90	25.00	1,452.78
ALLEN	200.00	246.00			9.37	25.00	230.37
EMS BELL LIBRARY TRUST		60,531.58			2,284.88	14,017.55	48,798.91
ELDERLY TAXATION FUND		13,927.77			1,350.98		15,278.75
MUNICIPAL AFFORDABLE HOUSING		10,810.57	30,200.00		408.15		41,418.72
DRAPER		18,081.94			682.60		18,764.54
RICHARDSON	1,000.00	1,590.68			62.26		1,652.94
A & AV LINCOLN	1,000.00	1,194.44			44.79		1,239.23
RAFTON (INTEREST)		598.50					598.50
RAFTON (PRINCIPAL)	598.50	5,084.18	199.20		260.54		5,543.92
CONROY		1,837.00			69.35		1,906.35
AMERICAN LEGION		1,354.55			51.13		1,405.68
CHRIS MAYNARD BOOKS		5,142.28			194.51	190.54	5,146.25
HOLT		823.81			31.10		854.91
		7,826,457.45	464,516.92	0.00	313,296.60	119,845.90	8,484,425.07
INTERNAL SERVICE FUNDS							
INSURANCE		242,157.85			739.12	42,188.00	200,708.97
UNEMPLOYMENT COMPENSATION		89,595.51	204,618.91		322.01	134,129.79	160,406.64
TOWN INSURANCE HEALTH		402,210.25	4,826,714.21	13,640,000.00	1,448.46	18,174,990.98	695,381.94
WORKERS COMPENSATION		12,177.41		153,218.00		161,692.00	43,703.41
TOTAL INTERNAL SERVICE FUNDS		746,141.02	5,031,333.12	13,833,218.00	2,509.59	18,513,000.77	1,100,200.96
GRAND TOTAL ALL TRUST FUNDS		8,572,598.47	5,495,850.04	13,833,218.00	315,806.19	18,632,846.67	9,584,626.03
		8,566,332.97					
		6,265.50					
		8,572,598.47					

TOWN OF ANDOVER, MASSACHUSETTS
ANALYSIS OF BONDS AUTHORIZED AND OUTSTANDING
Activity for Fiscal 2012 Through 12/22/12)

MUNIS	ARTICLE	PROJECT NAME	AUTHORIZATION JULY 01, 2011	NEW AUTHORIZATION	BONDING	CLOSEOUT	AUTHORIZATION December 22, 2011	BANS OUTSTANDING DUE 2012
SEWER ENTERPRISE								
6170	ART 33 2006	REPAIR/REPLACEMENT SANITARY SEWER	150,000.00				150,000.00	
6192	ART 64 2007	SHAWSHOEN PUMPING STATION	550,000.00				550,000.00	
6216	ART 33 2008	SHAWSHOEN RIVER OUTFALL SEWER	2,200,000.00				2,200,000.00	
6220	ART 51 2008	SEWER MAIN CONSTRUCTION & RECONST	300,000.00				300,000.00	
6322	ART 32 2010	SEWER MAIN CONST & RECONST	500,000.00				500,000.00	
6328	ART 46 2010	SEWER LINE EXT - LINCOLN ST	225,000.00		225,000.00		0.00	
			3,925,000.00	0.00	225,000.00	0.00	3,700,000.00	0.00
WATER ENTERPRISE								
6321	ART 31 2010	WATER MAIN CONST & RECONST	500,000.00				500,000.00	
6323	ART 33 2010	WATER TREAT PLANT GAC REPLACE	700,000.00		400,000.00		300,000.00	
6324	ART 34 2010	WATER TREAT PLANT - HVAC & EQUIP	250,000.00		250,000.00		0.00	
6341	ART 42 2011	WATER DISTRIBUTION IMPROVEMENTS	500,000.00				500,000.00	
6342	ART 44 2011	WTP VARIABLE SPEED PUMP (Split Funding)	440,000.00				440,000.00	
			2,390,000.00	0.00	650,000.00	0.00	1,740,000.00	0.00
TOTAL ENTERPRISE FUNDS			6,315,000.00	0.00	875,000.00	0.00	5,440,000.00	0.00
GENERAL GOVERNMENT								
LANDFILL CLOSURE								
6072	ART 44 1999	LANDFILL CLOSURE	1,700,000.00		800,000.00		900,000.00	700,000.00
6214	ART 31 2008	LANDFILL CLOSURE	7,370,000.00				7,370,000.00	
			9,070,000.00	0.00	800,000.00	0.00	8,270,000.00	700,000.00
SCHOOL								
6315	ART 59 2009	BANCROFT FEASIBILITY STUDY *	260,800.00		162,000.00		98,800.00	525,000.00
6326	ART 41 2010	SCHOOL BUILDING MAINTENANCE	525,000.00		525,000.00	264,200.00	-264,200.00	
6331	ART 3A 2010	BANCROFT SCHOOL PROJECT *	43,835,000.00			730,382.00	43,104,618.00	2,000,000.00
6333	ART 16 2011	SCHOOL BLDG MAINTENANCE	925,000.00		925,000.00		0.00	
6334	ART 17 2011	WEST MIDDLE SCHOOL GREEN REPAIR **	1,250,000.00		655,000.00	451,206.00	143,794.00	
			46,795,800.00	0.00	2,267,000.00	1,445,788.00	43,083,012.00	2,525,000.00
ROAD AND DRAINAGE								
6106	ART 12 2001	LAND ACQUISITION LOWELL JCT RD	800,000.00				800,000.00	
6215	ART 32 2008	BRIDGE REPAIRS	200,000.00				200,000.00	
6336	ART 24 2011	TOWN BRIDGE EVALUATION AND REPAIRS	100,000.00		100,000.00		0.00	
6337	ART 25 2011	PEARSON STREET PARKING LOT	85,000.00		85,000.00		0.00	
6339	ART 33 2011	STORM DRAIN IMPROVEMENTS	300,000.00		200,000.00		100,000.00	
6338	ART 26 2011	HIGH PLAIN @ FISHBROOK DESIGN	75,000.00		75,000.00		0.00	
			1,560,000.00	0.00	460,000.00	0.00	1,100,000.00	0.00
CONSERVATION AND LAND ACQUISITION								
6123	ART 23 2002	CONSERVATION FUND	400,000.00				400,000.00	
6329	ART 55 2010	CONSERVATION LAND - FOSTERS POND	260,000.00				260,000.00	
			660,000.00	0.00	0.00	0.00	660,000.00	0.00
TOWN BUILDINGS								
6180	ART 27 2007	TOWN BUILDING MAINT/IMPROVE	300,000.00		100,000.00		200,000.00	
6310	ART 34 2009	BALLARDVALE FIRE STATION STUDY	100,000.00		100,000.00		0.00	
6313	ART 57 2009	BLANCHARD ST BALLFIELDS	325,000.00		325,000.00		0.00	
6327	ART 42 2010	TOWN BLDG MAINT & RENOVATION	163,000.00		163,000.00		0.00	163,000.00
6340	ART 34 2011	TOWN BUILDING MAINT AND RENOVATION	500,000.00		500,000.00		0.00	
			1,388,000.00	0.00	1,188,000.00	0.00	200,000.00	163,000.00
MISCELLANEOUS								
6320	ART 30 2010	FIRE RESCUE AMBULANCE	225,000.00		225,000.00		0.00	225,000.00
6325	ART 40 2010	DPW VEHICLES	126,000.00		126,000.00		0.00	
6335	ART 23 2011	DPW VEHICLES	300,000.00		300,000.00		0.00	
			651,000.00	0.00	651,000.00	0.00	0.00	225,000.00
TOTAL GENERAL GOVERNMENT			60,124,800.00	0.00	5,366,000.00	1,445,788.00	53,313,012.00	3,613,000.00
GRAND TOTAL			66,439,800.00	0.00	6,241,000.00	1,445,788.00	58,753,012.00	3,613,000.00

* = Exempt - MSBA Reimb

**= Non-Exempt - MSBA Reimb

TOWN OF ANDOVER
 DETAIL DEBT SCHEDULE BY FISCAL YEAR
 POST DECEMBER 22, 2011 ISSUE

ISSUE	ARTICLE	2012	2013	2014	2015	2016-2020	2021-2025	2026-2030	2031-2032	TOTAL
EXEMPT SCHOOL										
EXEMPT ADVANCE REFUNDING (2006)	ART 20-1, 1994	742,884.02	746,678.57	715,519.19	678,981.69	1,262,175.89				4,146,239.36
EXEMPT ADVANCE REFUNDING (2006)	ART 20-2, 1994	60,470.19	57,437.06	54,880.81	52,287.06	96,761.61				321,836.73
SCHOOL BONDS EXEMPT REFI	ART 19, 1999	168,192.50	162,412.50	158,506.25	154,287.50	657,000.00				1,300,398.75
SCHOOL BONDS -Sewer	ART 9, 2000	163,400.00								163,400.00
BANGROFT FEASIBILITY	ART 24, 2008	80,812.50	78,562.50	76,218.75						235,593.75
SCHOOL BONDS -Sewer REFI	ART 9, 2000	54,622.50	209,267.50	202,393.75	197,162.50	845,375.00	142,800.00			1,651,621.25
SCHOOL BONDS EXEMPT REFI	ART 9, 2000	36,349.15	111,240.50	452,691.50	438,891.50	1,970,718.50	1,000,168.75			4,010,059.90
SCHOOL BONDS EXEMPT REFI	ART 9, 2000	446,075.00	356,825.00							802,900.00
ADV REF 94/95 LOANS	VARIOUS	1,172,802.50	1,120,970.00	1,068,270.00	1,014,790.00	960,120.00				5,336,952.50
BANGROFT FEASIBILITY	ART 59, 2009	470,812.50								470,812.50
ADV REF 94/95 LOANS	ART 9, 2000	1,667.15	16,532.50	14,312.50	14,062.50	65,612.50	52,800.00	28,440.67	10,321.88	203,749.70
BANGROFT FEASIBILITY	ART 9, 2000	229,687.50	224,262.50	218,837.50	213,237.50	1,088,887.50	861,637.50	153,281.25		2,989,831.25
MIDDLE/EL SCHOOL		3,627,775.51	3,084,188.63	2,961,630.25	2,763,700.25	6,946,651.00	2,057,406.25	181,721.92	10,321.88	21,633,395.69
TOTAL SCHOOL	017112-5741									
PUBLIC SAFETY										
PUBLIC SAFETY CENTER REFI	ART 16, 1999	403,555.00	392,675.00	378,537.50	363,837.50	1,584,625.00	270,300.00			3,393,530.00
PUBLIC SAFETY CENTER	ART 40, 2001	10,412.50								10,412.50
PUBLIC SAFETY CENTER REFI	ART 40, 2001	4,123.76	14,466.26	14,138.13	13,783.75	59,750.00	20,800.00			127,061.90
PUBLIC SAFETY CENTER	ART 16, 1999	250,206.25								250,206.25
PUBLIC SAFETY CENTER REFI	ART 16, 1999	95,747.50	337,565.00	323,498.75	315,432.50	1,401,125.00	473,100.00			2,946,468.75
PUBLIC SAFETY CENTER	ART 10-1, 2002	29,437.50	28,468.75	27,500.00	26,500.00	25,500.00				137,406.25
PUBLIC SAFETY CENTER	ART 10-1, 2002	7,356.26	7,181.26	7,006.26	6,831.26	31,381.30	21,596.88			81,353.22
PUBLIC SAFETY CENTER	ART 10-1, 2002	36,539.38	35,986.88	35,406.76	34,799.00	161,874.00	136,398.44	84,309.38		525,313.84
TOTAL EXEMPT	017112-8746	837,378.15	816,343.15	786,087.40	761,184.01	3,264,255.30	922,195.32	84,309.38	0.00	7,471,752.71
		4,465,153.66	3,900,531.78	3,747,717.65	3,524,884.26	10,210,906.30	2,979,601.57	266,031.30	10,321.88	29,105,148.40
PUBLIC SERVICE ENTERPRISES										
WATER DEBT										
WATER DIST IMPROVEMENT REFI	ART 24, 1996	125,400.00	121,800.00							247,200.00
MAIN ST WATER DIST	ART 30, 2000	97,018.75								97,018.75
WATER TREATMENT PLANT	ART 42, 2002	64,081.24	52,593.75	50,875.00						167,549.99
WATER TREATMENT PLANT	ART 42, 2002	5,188.67	14,480.00	14,480.00	63,730.00	290,250.00	187,067.50			575,196.17
WATER SYSTEM	ART 20, 2003	129,250.00	105,187.50	101,750.00						336,187.50
WATER SYSTEM	ART 20, 2003	10,873.80	37,671.50	35,147.50	131,552.50	595,537.50	401,288.75			1,212,071.55
WATER MAINS	ART 43, 2002	38,612.50	37,737.50	36,837.50	35,912.50	164,975.00	138,725.00			452,800.00
WATER SYSTEM	ART 20, 2008	80,325.00	78,325.00	76,325.00	74,325.00	342,350.00	294,712.50	104,000.00		1,050,362.50
WATER PLANT (WPAT)	ART 34, 2005	283,575.78	283,575.84	283,576.01	283,575.58	1,417,879.87	1,417,879.90	567,152.13		4,537,215.11
WATER PLANT (WPAT)	ART 34, 2005	38,370.24	38,370.97	38,370.66	38,370.10	191,852.81	191,852.64	153,482.08		690,669.50
WATER SYSTEM	ART 20, 2003	121,406.26	118,781.26	116,156.26	113,531.26	526,031.30	438,665.63	222,993.75		1,657,565.72
WATER SYSTEM	ART 34, 2005	81,750.00	80,000.00	78,250.00	76,500.00	354,750.00	305,906.25	159,281.25		1,136,437.50
WATER SYSTEM	ART 41, 2005	6,175.00	6,000.00	5,825.00	5,650.00	15,868.75				39,518.75
WATER SYSTEM	ART 34, 2005	29,500.00	23,875.00	23,350.00	22,800.00	64,800.00	73,900.00	56,881.25	20,643.75	164,325.00
WATER TREATMENT PLANT	ART 34, 2010	2,606.88	22,125.00	21,825.00	21,450.00	100,200.00	82,800.00			319,631.88
WTP GRANULAR CARBON	ART 33, 2010	4,300.00	51,600.00	50,800.00	49,800.00	230,200.00	82,800.00			469,500.00
WATER TREATMENT PLANT	ART 33, 2010	39,945.00	39,300.00	38,400.00	37,500.00	173,100.00	31,200.00			359,445.00
TOTAL WATER	017102-5742	1,158,379.12	1,111,423.32	971,967.93	954,696.94	4,467,795.23	3,563,998.17	1,263,790.46	20,643.75	13,512,694.92

ISSUE	ARTICLE	2012	2013	2014	2015	2016-2020	2021-2025	2026-2030	2031-2032	TOTAL
SEWER										
SEWER SO MAIN ST (Betterment)	ART 41, 1999	255,312.50	350,060.00	338,187.50	324,837.50	1,461,875.00	499,200.00			255,312.50
SEWER SO MAIN ST (Betterment) REFI	ART 41, 1999	100,885.00								3,075,045.00
SEWER FOREST HILLS (Betterment)	ART 13, 2000	173,612.50		230,188.13	224,433.75	984,875.00	337,900.00			173,612.50
SEWER FOREST HILLS (Betterment) RE	ART 13, 2000	72,723.76	238,053.76	261,370.00	251,320.00	1,138,195.00	578,125.00			2,088,174.40
SEWER SO MAIN ST (Betterment)	ART 41, 1999	20,986.51	65,843.50							2,315,840.01
SEWER SO MAIN ST (Betterment)	ART 41, 1999	254,900.00	203,900.00							458,800.00
SEWER ROGERS BROOK (Betterment)	ART 42, 1999	5,271.98	14,712.50							579,153.23
SEWER ROGERS BROOK (Betterment)	ART 42, 1999	63,725.00	50,975.00	64,212.50	62,962.50	291,312.50	140,681.25			114,700.00
SEWER SO MAIN ST (Betterment)	ART 41, 1999	193,875.00	157,781.25	152,625.00						504,281.25
SEWER SO MAIN ST (Betterment)	ART 41, 1999	16,344.48	50,562.50	50,462.50	198,087.50	898,887.50	604,331.25			1,818,675.73
SEWER ROGERS BROOK (Betterment)	ART 42, 1999	205,775.00	163,040.62	157,712.50		1,017,319.00	835,375.00			526,528.12
SEWER ROGERS BROOK (Betterment)	ART 42, 1999	19,521.28	59,774.50	59,321.00	211,871.00	1,017,319.00	835,375.00			2,203,181.78
SEWER SO MAIN ST (Betterment)	ART 41, 1999	154,450.00	150,950.00	147,350.00	143,650.00	659,900.00	554,900.00			1,811,200.00
SEWER SO MAIN ST (Betterment)	ART 2A, 2004	80,325.00	78,325.00	76,325.00	74,325.00	342,350.00	294,712.50	104,000.00		1,050,362.50
SEWER SO MAIN ST (Betterment)	ART 41, 1999	332,117.50	313,917.50	305,917.50	297,917.50	1,384,743.75	1,178,850.00	416,000.00		4,229,463.75
SEWER SO MAIN ST (Betterment)	ART 35, 2004	103,362.50	101,087.50	93,900.00	91,800.00	425,700.00	367,087.50	191,137.50		1,374,075.00
SEWER SO MAIN ST (Betterment)	ART 41, 1999	355,906.20	353,293.70	360,331.20	357,018.70	1,578,856.00	1,347,159.26	678,156.21		5,030,721.27
SEWER SO MAIN ST (Betterment)	ART 2A, 2004	40,875.00	40,000.00	39,125.00	38,250.00	177,375.00	152,953.17	79,640.64		568,218.81
SEWER	ART 33, 2006	31,637.50	31,137.50	30,612.50	30,062.50	135,112.50	97,593.78	66,562.52		422,718.80
SEWER SHAW SHEEN OUTFALL	ART 33, 2007	126,468.76	124,593.76	122,625.00	120,562.50	564,562.50	487,968.78	332,812.52		1,879,593.82
SEWER - DASCOMB ROAD (Betterment)	ART 36, 2007	16,862.50	16,612.50	16,350.00	16,075.00	75,275.00	65,062.50	44,375.00		250,612.50
SEWER KIRKLAND ROAD (Betterment)	ART 41, 2007	23,206.26	22,831.26	22,437.50	22,025.00	97,475.00	65,062.50	44,375.00		297,412.52
SEWER SHAW SHEEN PUMP STATION	ART 64, 2007	16,862.50	16,612.50	16,350.00	16,075.00	75,275.00	65,062.50	44,375.00		250,612.50
SEWER SHAW SHEEN OUTFALL	ART 33, 2008	25,950.47	25,781.26	25,331.26	24,881.26	117,206.30	102,656.30	87,637.54	15,656.26	425,100.65
SEWER	ART 46, 2010	2,302.29	21,275.00	20,975.00	20,600.00	81,725.00	63,550.00	56,881.25	20,643.75	287,952.29
SEWER MAINS	ART 51, 2001	17,300.31	17,187.50	16,887.50	16,587.50	78,137.50	68,437.50	58,425.00	10,437.50	283,400.31
TOTAL SEWER	017102-5743	2,710,559.80	2,668,308.61	2,608,596.59	2,543,342.21	11,586,157.55	7,906,668.79	2,204,378.18	46,737.51	32,274,749.24
TOTAL ENTERPRISE	017102-5743	3,868,938.92	3,779,731.93	3,580,564.52	3,498,039.15	23,172,315.10	11,470,666.96	3,468,168.64	67,381.26	45,787,444.16
GENERAL FUND NON-EXEMPT										
SCHOOL DEBT										9,756.76
MID SCHOOL ROOF ADV REF (2006)	ART 44, 1996	9,756.76								164,800.00
H/S RENOVATION REFI	ART 23, 1996	83,600.00	81,200.00	63,085.00						201,693.75
SCHOOL BUILDINGS	ART 28-2 2002	73,392.50	65,216.25	9,720.00						352,183.00
SCHOOL BUILDINGS	ART 28-2 2002	3,483.00	9,720.00		256,500.00					325,312.50
WEST EL - ASBESTOS	ART 12, 2002	118,375.00	105,187.50	101,750.00	72,760.00					568,560.08
WEST EL - ASBESTOS	ART 12, 2002	5,615.08	15,670.00	15,670.00	114,170.00	417,435.00				351,468.75
COLLINS CTR HVAC	ART 29, 2004	46,212.50	44,856.25	43,500.00	42,100.00	174,800.00				982,631.25
SCHOOL RENOVATIONS	ART 11, 2005	79,487.50	77,550.00	75,612.50	73,612.50	338,062.50				193,872.50
WEST EL - ASBESTOS	ART 12, 2002	15,665.00	15,265.00	14,865.00	14,465.00	66,470.00				198,885.00
SCHOOL HVAC	ART 46, 2006	18,802.50	16,347.50	17,892.50	17,437.50	81,893.75				84,203.22
WEST EL - ASBESTOS	ART 12, 2002	12,418.76	12,068.26	6,806.26	6,631.26	30,381.30	15,896.88			231,909.47
SCHOOL RENOVATIONS	ART 17, 2006	26,731.26	26,031.26	20,418.76	19,893.76	91,143.80	47,690.63			482,637.50
SCHOOL RENOVATIONS	ART 11, 2005	49,112.50	47,887.50	46,662.50	45,437.50	198,156.25	95,381.25			1,056,678.88
SCHOOL RENOVATIONS	ART 17, 2006	75,181.26	74,031.26	72,823.76	71,558.76	333,333.60	282,937.52	146,812.52		1,808,305.00
SCHOOL ROOF	ART 17, 2007	127,987.50	126,037.50	123,990.00	121,845.00	571,445.00	498,625.00	238,375.00		564,625.10
SCHOOL RENOVATIONS	ART 28, 2007	40,625.00	40,000.00	39,343.76	38,656.26	180,531.30	155,000.02	70,468.76		220,250.02
LOVELY FIELD RENOVATIONS	ART 29, 2008	31,218.76	30,593.76	29,937.50	29,250.00	99,250.00	500,000.00	324,000.00		1,936,700.00
SCHOOL ROOF	ART 15, 2007	135,400.00	133,000.00	130,500.00	127,800.00	586,000.00	94,500.00	64,800.00		379,581.25
SCHOOL REMODELING	ART 28, 2007	30,762.50	30,162.50	24,618.75	24,112.50	110,625.00	315,000.00	216,000.00		1,284,731.25
SCHOOL REPAIRS	ART 27, 2008	91,837.50	90,187.50	88,468.75	86,612.50	396,625.00	99,375.00	84,356.26		412,880.64
SCHOOL REMODELING	ART 28, 2007	30,749.38	30,425.00	29,825.00	24,225.00	113,925.00	270,200.00	224,950.00		1,118,525.00
SCHOOL REPAIRS	ART 27, 2008	74,152.50	73,550.00	72,000.00	70,850.00	332,650.00	297,031.30	246,975.04		2,834,003.13
SCHOOL RENOVATIONS	ART 41, 2010	173,003.13	171,875.00	168,875.00	165,875.00	781,375.00	684,375.00	584,250.00	104,375.00	1,201,257.65
SCHOOL REMODELING	ART 16, 2011	9,545.10	76,137.50	75,137.50	73,887.50	331,712.50	285,975.00	255,965.67		847,742.19
WEST MIDDLE SCHOOL	ART 17, 2011	6,785.94	53,587.50	52,887.50	52,012.50	243,612.50	206,281.25	170,643.75		61,931.25
SCHOOL ROOF REPAIRS	ART 41, 2010	5,406.35	44,787.50	44,187.50	43,437.50	188,862.50	158,875.00	142,203.17		679,368.90
VETERANS WAR MEMORIAL AUDITORIUM	ART 58, 2009	58,558.44	58,112.50	57,062.50	56,012.50	263,262.50	210,512.50	175,275.00		910,108.44
TOTAL SCHOOL	017102-5741	1,509,584.32	1,626,643.80	1,499,646.30	1,465,098.80	6,528,734.00	4,606,322.60	3,006,368.92	342,125.01	20,584,523.75

TOWN OF ANDOVER
DETAIL DEBT SCHEDULE BY FISCAL YEAR
POST DECEMBER 22, 2011 ISSUE

ISSUE	ARTICLE	2012	2013	2014	2015	2016-2020	2021-2025	2026-2030	2031-2032	TOTAL
STREET										
RED SPRING ROAD BRIDGE	ART 25, 2003	48,842.50	47,267.50	40,740.00						136,850.00
CHESTNUT SIDEWALK	ART 51, 2005	163,200.00								163,200.00
BRIDGE CONSTRUCTION	ART 54, 2005	27,065.00	26,265.00	25,465.00	24,665.00	66,470.00	56,942.50	10,200.00		237,072.50
HIGHWAY	ART 74, 1999	5,087.50								5,087.50
STORM DRAINS	ART 50, 2008	8,431.26	8,306.26	8,175.00	8,037.50	37,637.50	32,531.28	22,187.52		125,306.32
HIGHWAY	ART 74, 1999	59,262.50	57,612.50	55,893.75	35,675.00	124,625.00				172,768.75
MAIN ST DEVELOPMENT	ART 48, 2002	38,525.00	37,625.00	36,687.50	8,075.00	37,975.00	33,125.00	28,118.76		273,137.50
BRIDGE CONSTRUCTION	ART 52, 2007	13,583.13	8,375.00	8,225.00	32,518.76	152,993.80	133,593.80	113,568.80	5,218.76	137,476.89
BRIDGE CONSTRUCTION	ART 32, 2008	39,399.54	39,018.76	38,268.76	7,612.50	35,712.50	31,775.00	28,440.67	10,321.88	554,580.98
BRIDGE REPAIR	ART 24, 2011	1,034.69	7,837.50	7,737.50	7,612.50	31,868.80	27,931.30	10,271.88		130,472.24
PARKING LOT	ART 25, 2011	830.89	12,218.76	12,018.76	6,843.76	31,868.80	63,550.00	56,881.25	20,643.75	101,984.15
DRAINAGE	ART 33, 2011	2,069.38	15,675.00	15,475.00	15,225.00	71,425.00	30,900.00			260,944.38
DRAINAGE (HIGH PLAIN)	ART 26, 2011	698.75	16,800.00	15,500.00	16,125.00	30,900.00				81,023.75
SURFACE DRAIN CONSTRUCTION	ART 50, 2008	25,127.81	24,937.50	24,487.50	24,037.50	112,987.50	98,437.50	69,025.00	10,437.50	389,477.81
TOTAL STREET	017102-5744	433,157.95	301,938.78	289,673.77	178,815.02	702,595.10	477,886.38	338,693.88	46,621.89	2,769,382.77
MUNICIPAL FACILITIES										
HML ADVANCE REFUNDING (2006)	ART 45, 1996	19,513.53								19,513.53
TOWN/SCHOOL BLDG PROJECTS	ART 26, 2000	81,700.00								81,700.00
DPW BUILDINGS	ART 39, 2001	30,637.50								30,637.50
TOWN BUILDINGS	ART 28-1, 2002	9,470.00	8,415.00	8,140.00	9,160.00	34,200.00				26,025.00
BRIDGES/BUILDINGS	ART 32, 2001	458.67	1,280.00	1,280.00						46,378.67
BRIDGES/BUILDINGS	ART 32, 2001	88,781.25	78,890.62	76,312.50	85,595.00	312,645.00				243,984.37
TOWN HVAC	ART 46, 2006	24,135.00	23,540.00	22,945.00	22,350.00	100,393.75	50,870.00			425,879.67
TOWN BUILDING RENOVATION	ART 27, 2007	23,343.76	22,968.76	22,575.00	22,162.50	103,162.50	73,468.76	32,625.00		244,233.75
TOWN BUILDING RENOVATION	ART 28, 2007	24,856.26	24,481.26	24,087.50	23,675.00	110,725.00	95,406.28	55,031.26		300,306.28
PUBLIC SAFETY (NON EXEMPT PORTK	ART 10, 2002	6,448.12	6,350.62	6,248.26	6,141.00	28,566.00	24,070.32	14,878.12		358,262.56
TOWN BUILDINGS	ART 27, 2007	39,437.50	38,687.50	37,906.25	32,150.00	147,500.00	126,000.00	86,400.00		92,702.44
TOWN BUILDING REMODELING	ART 55, 2009	58,448.75	58,000.00	56,950.00	55,900.00	262,700.00	228,750.00	179,312.50		508,081.25
TOWN BUILDING REPAIRS	ART 42, 2010	1,674.31	17,542.50	14,312.50	14,062.50	65,612.50	52,800.00	28,440.67	10,321.88	900,061.25
TOWN BUILDING REPAIRS	ART 34, 2009	5,173.44	39,187.50	38,687.50	38,062.50	178,562.50	158,875.00	142,203.17	51,609.38	204,766.86
FIRE STATION PLANNING	ART 40, 2010	931.67	22,400.00	22,000.00	21,500.00	41,200.00				652,360.99
DPW VEHICLES	ART 27, 2007	1,171.75	29,010.00	27,500.00	26,875.00	51,500.00				108,031.67
TOWN BUILDING REPAIRS	ART 27, 2007	1,034.69	7,837.50	7,737.50	7,612.50	35,712.50	31,775.00	28,440.67	10,321.88	130,472.24
BLANCHARD BALLFIELDS	ART 57, 2009	3,269.79	33,375.00	33,375.00	32,750.00	137,775.00	111,725.00	41,087.50		393,857.29
BLANCHARD ST BALLFIELDS	ART 57, 2009	13,315.00	13,100.00	12,800.00	12,500.00	43,300.00	28,000.00			123,015.00
TOTAL MUNICIPAL FACILITIES	017102-5745	438,000.66	437,286.26	424,577.01	410,496.00	1,653,554.75	981,740.36	608,418.89	72,253.14	5,026,327.07

ISSUE	ARTICLE	2012	2013	2014	2015	2016-2020	2021-2025	2026-2030	2031-2032	TOTAL
PUBLIC SAFETY										
FIRE TRUCK	ART 31, 2004	53,060.00	51,660.00	50,220.00	48,740.00	220,360.00				424,040.00
AMBULANCE	ART 30, 2010	2,006.67	65,000.00	58,850.00	57,475.00	55,825.00				239,156.67
FIRE TRUCK	ART 37, 2006	46,825.00	40,687.50	39,637.50	38,587.50	176,287.50	62,381.25			404,406.25
TOTAL PUBLIC SAFETY	017102-5746	101,891.67	157,347.50	148,707.50	144,802.50	452,472.50	62,381.25	0.00	0.00	1,067,602.92
LAND ACQUISITION										
LAND ACQUISITION	ART 19, 2001	15,318.75								15,318.75
LAND ACQUISITION	ART 23, 2002	77,225.00	75,475.00	73,675.00	71,825.00	329,950.00	277,450.00			905,600.00
LAND ACQUISITION	ART 32, 2000	119,245.00	116,445.00	113,565.00	110,605.00	483,800.00	356,162.50			1,299,822.50
LAND ACQUISITION	ART 12, 2001	92,440.00	90,040.00	87,640.00	85,240.00	381,441.25	313,183.75	56,100.00		1,106,085.00
LAND ACQUISITION	ART 23, 2002	12,200.00	11,800.00	11,400.00	11,000.00	20,800.00				67,200.00
16 PEARSON ST	ART 3A, 2007	39,031.26	38,156.26	37,281.26	36,406.26	168,156.30	134,134.38	41,650.00		494,815.72
18 PEARSON ST	ART 4A, 2007	31,875.00	31,175.00	30,475.00	29,775.00	137,775.00	118,237.50	41,650.00		420,962.50
37 PEARSON ST	ART 5A, 2007	45,281.26	44,231.26	43,181.26	37,218.76	172,218.80	147,796.88	52,082.51		541,990.73
15 BLANCHARD ST	ART 51, 2007	171,675.00	168,000.00	164,325.00	160,650.00	744,975.00	642,403.17	334,490.64		2,386,518.81
LAND ACQUISITION	ART 12, 2001	13,583.13	8,375.00	8,225.00	8,075.00	37,975.00	33,125.00	28,118.76		137,478.89
LAND ACQUISITION FOSTERS POND	ART 55, 2010	22,885.31	22,637.50	22,187.50	21,737.50	78,137.50	68,437.50	58,425.00	10,437.50	304,885.31
LAND ACQUISITION BLANCHARD ST	ART B1, 2011	25,523.91	25,343.76	24,893.76	24,443.76	115,018.80	100,468.80	80,450.04	10,437.50	406,580.33
TOTAL LAND ACQUISITION	017102-5747	666,283.62	631,678.78	616,848.78	596,976.28	2,670,247.65	2,191,399.48	692,946.95	20,875.00	8,087,256.54
PARK ADVANCE REFUNDING (2006)										
LANDFILL CLOSURE	ART 47, 1996	9,756.76								9,756.76
LANDFILL PLANS	ART 44, 1999	44,262.50	38,162.50	37,162.50	36,162.50	166,175.00	142,356.25	25,500.00		489,781.25
LANDFILL	ART 43, 2006	172,425.00	167,475.00							339,900.00
LANDFILL	ART 44, 1999	3,104.06	23,512.50	23,212.50	22,837.50	107,137.50	95,325.00	85,321.92	30,965.63	391,416.61
LANDFILL	ART 44, 1999	3,104.06	23,512.50	23,212.50	22,837.50	107,137.50	95,325.00	85,321.92	30,965.63	391,416.61
LANDFILL	ART 44, 1999	1,034.69	7,837.50	7,737.50	7,612.50	35,712.50	31,775.00	28,440.67	10,321.88	130,472.24
LANDFILL	ART 44, 1999	1,034.69	7,837.50	7,737.50	7,612.50	35,712.50	31,775.00	28,440.67	10,321.88	130,472.24
DEPARTMENTAL EQUIPMENT	ART 02, 2008	154,175.00	145,500.00	141,750.00	137,700.00	381,000.00				960,125.00
DEPARTMENTAL EQUIP	ART 23, 2011	2,795.00	67,200.00	66,000.00	64,500.00	123,600.00				324,095.00
REC PARK LIGHTING	ART 48, 2008	18,000.00	12,625.00	12,312.50	11,975.00	43,500.00				98,412.50
	017102-5749	409,691.76	493,662.50	319,125.00	311,237.50	999,975.00	396,556.25	253,025.18	82,575.02	3,265,848.21
TOTAL GENERAL FUND NON-EXEMPT		3,558,609.98	3,648,557.62	3,298,578.36	3,107,426.10	13,007,579.00	8,716,286.32	4,899,453.82	564,450.06	40,800,941.26
GRAND TOTAL		11,892,702.56	11,328,821.33	10,626,860.53	10,130,349.51	39,272,438.08	23,166,554.85	8,633,653.76	642,153.20	115,693,533.82

TRUSTEES OF PUNCHARD FREE SCHOOL
ANDOVER, MASSACHUSETTS

STATEMENT FOR THE TWELVE MONTHS ENDING June 30, 2011

CAPITAL ACCOUNT
SUMMARY OF TRANSACTIONS

	1-Jul-2010	PRINCIPAL FUND		30-Jun-2011	
Money Market Fund CBPF)	\$0.00	Gain/loss from Sales of Securities	\$8,146.89	Money Market Fund (CBPF)	\$0.00
Securities @ Book	\$218,979.99	Transfers to/from Operating accts	\$10,095.00	Securities @ Book	\$237,221.88
Bonds @ Book	\$25,000.00	Decrease from Sales of Bonds	\$0.00	Bonds @ Book	\$25,000.00
Res.for Cost/Mkt.	\$0.00	Adjustment to lower of Cost/Market	\$0.00	Res.for Cost/Mkt.	\$0.00
	<u>\$243,979.99</u>	Increase	<u>\$18,241.89</u>		<u>\$262,221.88</u>

OPERATING ACCOUNTS

(RESERVE FUND & CASH ACCOUNTS)

INCOME

		Capital Gains - MFs	\$0.00		
		Gain/(Loss) - Sale of Securities	\$8,146.89		
		Stock Dividends - Foreign	\$2,148.60		
Savings Account	\$0.00	Dividends Received	\$4,972.00	Savings Account	\$0.00
Checking Account	\$1,471.11	Interest Received-Bonds/Notes	\$435.83	Checking Account	\$684.02
Money Market Fund (CBRF)	\$19,335.39	Interest Received-Broker/MM	\$5.96	Money Market Fund (CBRF)	\$10,740.73
		Other income - royalty			
		Other income	\$167.86		
		Foreign tax withheld	-\$154.27		
	<u>\$20,806.50</u>	Income Total	<u>\$15,722.87</u>		<u>\$11,404.75</u>

EXPENSES

Foreign	Taxes - paid	\$0.00
Andover High School Projects		
	2009/2010	\$0.00
	2010/2011	\$4,719.48
Taxable interest		-\$0.06
Misc.Operating Expenses		\$0.00
Investment Counsel Fees		\$75.00
Honorarium		\$600.00
Office supplies		\$39.91
Printing/Copying		\$58.70
Other expenses		\$0.70
Bank service charge		\$0.00
Brokerage fees/taxes		\$1,389.00
	Expense Total	<u>\$6,882.73</u>
	Net Ordinary Income	<u>\$8,840.14</u>

	Net Income	\$8,840.14	
<u>\$264,786.49</u>	TOTAL PRINCIPAL AND OPERATING ACCOUNTS		<u>\$273,626.63</u>

TRUSTEES OF PUNCHARD FREE SCHOOL

Capital Account

FUNDED PROJECTS 2010-2011 SCHOOL YEAR
(01Jul2010-30Jun2011)

PROJECT	Approved at trustee's meeting 29-Apr-2010	Expended as of 30Jun11	Unexpended Balance as of 30Jun11
1. Literary men's reading project	\$1,000.00	996.48	3.52
2. AHS Robotics Club (1st Tech Challenge)	\$1,000.00	1,000.00	0.00
3. Principal's Discretionary Fund (\$4000.00 this year)	\$4,000.00	2,723.00	1,277.00
3a plus \$3000 left over from last year's Prin Discret fund to be used against the 2010 Summer Reading Initiative, of which \$2216.00 has been requested and spent in June 2010 (A)	\$3,000.00 carry over	(A)	784.00
3b plus \$950 left over from last year's Andover Band Fund	\$950.00 carry over	0.00	950.00
NO money is to be carried over to the 2011-2012 school year			
Total	\$9,950.00	4,719.48	\$3,014.52

DETAILS OF MISC. OPERATING EXPENSE
(01Jul10-30Jun11)

	1-Jul-2010 thru 30-Jun-2011
Copying/Printing Costs	\$58.70
Postage	\$0.00
Office Supplies - Computer cartridges, paper (1/3)	\$39.91
Other miscellaneous expenses	\$0.00
Fidelity Insurance	\$0.00
Treasurer's Honorarium	\$600.00
Total	=====
	698.61

TRUSTEES OF PUNCHARD FREE SCHOOL
ANDOVER, MASSACHUSETTS

FUNDS ANALYSIS AS OF: June 30, 2011

CAPITAL ACCOUNT

	Book Value as of 1-Jul-2010	Book Value as of 30-Jun-2001	Market Value as of 30-Jun-2001	Market Value Over/(Under) Book Value as of 30-Jun-2011
PRINCIPAL FUND				
CASH				
Money Market Fund	\$19,335.39	\$10,740.73	\$10,740.73	\$0.00
STOCKS & BONDS				
25000.000 Shs FFCB Bond 00.500% due 11/16/12 (Bought 11/18/2010)	\$0.00	\$25,000.00	\$25,001.00	\$1.00
150.000 Shs Devon Energy Corp (Bought 10/15/2010)	\$0.00	\$9,987.74	\$11,821.50	\$1,833.76
300.000 Shs Koninklijke Philips EL (Bought 12/9/2010)	\$0.00	\$8,949.85	\$7,704.00	-\$1,245.85
200.000 Shs Hewlett Packard (Bought 12/14/2010)	\$0.00	\$8,530.85	\$7,280.00	-\$1,250.85
400.000 Shs Weyerhaeuser Co (Bought 12/23/2010)	\$0.00	\$7,345.25	\$8,744.00	\$1,398.75
300.000 Shs Walgreen Co (Bought 7/13/10)	\$0.00	\$8,430.65	\$12,738.00	\$4,307.35
25000.000 Shs FFCB Call Bond 02.940% due 12/21/15) (Sold 9/21/10: cost \$25000.00)	\$25,000.00	\$0.00	\$0.00	\$0.00
250.000 Shs Merck & Co (Bought 5/21/10: cost \$196.20)	\$8,196.20	\$8,196.20	\$8,822.50	\$626.30
250.000 Shs Encana Corp (Bought 5/21/10: cost \$287.65)	\$8,287.85	\$8,287.65	\$7,697.50	-\$590.35
300.000 Shs Analog Devices (Bought 4/29/10: cost \$436.46)	\$9,436.48	\$9,436.46	\$11,742.00	\$2,305.52
200.000 Shs Best Buy (Bought 10/15/09: cost \$7904.12)	\$7,904.12	\$7,904.12	\$6,282.00	-\$1,622.12
250.000 Shs Marathon Oil (Bought 10/16/2009: cost \$8234.74)	\$8,234.74	\$8,234.74	\$13,170.00	\$4,935.26
500.000 Shs Corning Inc (Bought 8/18/09: Cost \$8190.25)	\$8,190.25	\$8,190.25	\$9,075.00	\$884.75
200.000 Shs Barrick Gold Inc (Bought 9/4/2009: Cost \$7020.21)	\$7,020.21	\$7,020.21	\$9,058.00	\$2,037.79
200.000 Shs Southern Co	\$5,988.64	\$5,988.64	\$8,076.00	\$2,087.36
15000.000 Shs Time Warner Inc (sold 8/16/2010)	\$14,472.75	\$0.00	\$0.00	\$0.00
800.000 Shs Duke Energy Holding Corp	\$10,938.57	\$10,938.57	\$11,296.00	\$357.43
300.000 Shs MDU Resources Group	\$9,171.35	\$9,171.35	\$6,750.00	-\$2,421.35
200.000 Shs Anadarko Petroleum Corp	\$8,922.47	\$8,922.47	\$15,352.00	\$6,429.53
300.000 Shs Intl Paper Co.	\$10,173.48	\$10,173.48	\$8,946.00	-\$1,227.48
200.000 Shs Novartis AG	\$11,890.87	\$11,890.87	\$12,222.00	\$331.13
200.000 Shs Glaxo Smithkline PLC	\$11,099.25	\$11,099.25	\$8,580.00	-\$2,519.25
400.000 Shs Pfizer	\$10,219.25	\$10,219.25	\$8,240.00	-\$1,979.25
300.000 Shs CVS	\$9,481.25	\$9,481.25	\$11,274.00	\$1,792.75
500.000 Shs Atmos Energy Corp (sold 12/14/10).	\$10,529.50	\$0.00	\$0.00	\$0.00
600.000 Shs General Electric	\$15,021.05	\$15,021.05	\$11,316.00	-\$3,705.05
300.000 Shs Honeywell Intl. Inc.	\$10,673.98	\$10,673.98	\$17,877.00	\$7,203.02
200.000 Shs Kimberly Clark Corp.	\$11,696.03	\$11,896.03	\$13,312.00	\$1,615.97
300.000 Shs Unilever PLC	\$11,631.94	\$11,831.94	\$17,490.60	\$5,658.66
TOTAL STOCKS & BONDS	\$243,979.99	\$262,221.88	\$289,869.10	\$27,647.22
TOTAL MONEY MARKET & SECURITIES	\$263,315.38	\$272,962.81	\$300,809.83	
Reserve for Lower of Cost /Market	\$0.00	\$0.00	\$0.00	\$0.00
Change in value of outside assets/accruals			\$16.80	
Accrued Interest				
TOTAL PRINCIPAL FUND	\$263,315.38	\$272,962.81	\$300,826.63	\$27,647.22
RESERVE FUND				
BANKNORTH CD ACCOUNT	\$0.00	\$0.00	\$0.00	\$0.00
MONEY MARKET CASH FUND	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL RESERVE FUND	\$0.00	\$0.00	\$0.00	\$0.00
CASH FUND				
CHECKING ACCOUNT - Banknorth	\$1,471.11	\$664.02	\$664.02	\$0.00
TOTAL FUNDS 6/30/2011	\$264,786.49	\$273,626.63	\$301,290.65	\$27,647.22

TRUSTEES OF PUNCHARD FREE SCHOOL

CAPITAL ACCOUNT

ROLL FORWARD ANALYSIS FOR TWELVE MONTHS 01Jul10-30Jun11

	UBS Securities at book	UBS Bonds at book	UBS MM Funds	TDBN Checking Account	Income 1-Jul-2010 to 30-Jun-2011	Expenses 1-Jul-2010 to 30-Jun-2011	Total Capital Account	Net Income 7/1/2010 to 6/30/2011
7/1/2010 BOOK VALUE								
INCOME	\$218,979.99	\$25,000.00	CBResFunds \$19,335.39	\$1,471.11			\$264,786.49	
Capital Gains - MFs					\$0.00			
Bond/note interest					\$435.83 ✓			
Interest Earned MM Fund					\$5.96 ✓			
Stock Dividends					\$4,972.00 ✓			
Foreign dividends					\$2,148.60 ✓			
Royalty income					\$0.00			
Realized Investment Gain/(Loss)					\$8,146.89 ✓			
Other inc					\$167.86			
Purchase of Stock	\$43,244.14							
Sale of Stock	-\$25,002.25							
Sale of Bonds		-\$25,000.00						
Purchase of Bonds		\$25,000.00						
Foreign tax withheld								
DEDUCTIONS								
Foreign taxes Paid					-\$154.27			
High School Projects 09/10						\$0.00		
High School Projects 10/11 (submitted and paid in mid-June for Summer 2010 reading program)						\$0.00		
Investment Counsel Fees						\$4,719.48 ✓		
Honorarium						\$75.00 ✓		
Postage						\$600.00 ✓		
Printing/Copies						\$0.00		
Office Supplies						\$58.70 ✓		
Other expense						\$39.91 ✓		
Taxable interest								
Brokerage Fees/Taxes						(\$0.06)		
Other Income/Expense Fee (misc)						\$1,389.00		
						\$0.70		
6/30/11 BOOK VALUE	\$237,221.88	\$25,000.00	\$10,740.73	\$664.02	\$15,722.87	\$6,882.73	\$273,626.63	\$8,840.14

TRUSTEES OF PUNCHARD FREE SCHOOL
ANDOVER, MASSACHUSETTS 01810

SCHOLARSHIP ACCOUNT

SECURITIES BOUGHT AND SOLD
TWELVE MONTHS ENDED - June 30, 2011

	PROCEEDS	COST	GAIN/(LOSS)
STOCKS & MUTUAL FUNDS			
BEGINNING BOOK VALUE - 7/1/2010		\$224,020.81	
LESS: STOCKS/MUTUAL FUNDS- Sold/Exchanged			
TOTAL Sold	\$0.00	\$0.00	\$0.00
ADD: STOCKS/MUTUAL FUNDS - Acquired			
TOTAL Acquired		0.00	
BOOK VALUE - 6/30/2011		224,020.81	
BONDS/NOTES			
BEGINNING BOOK VALUE - 7/1/2010		0.00	
LESS: BONDS/NOTES - Sold/Matured/Redeemed			
None		0.00	
TOTAL Sold/Matured		0.00	
ADD: BONDS/NOTES - Acquired			
None		0.00	
TOTAL Acquired		0.00	
BOOK VALUE - 6/30/2011		0.00	
TOTAL SECURITIES/MUTUAL FUNDS @ BOOK VALUE - 6/30/2011	\$224,020.81		
RESERVE FOR LOWER OF COST/MARKET VALUE		\$0.00	
TOTAL SECURITIES/MUTUAL FUNDS @ ADJ. BOOK VALUE - 6/30/2011	\$224,020.81		
Broker - Cash/MM Reserve Funds and Checking Account - 6/30/2011	\$47,115.16		
Federated Capital Reserve MM Account - TROW - 6/30/2011	\$11,932.50		
TDBN Cash Checking acct 6/30/2011	\$0.00		
TOTAL VALUE OF ASSETS - 6/30/2011	\$283,068.47		

Total
Gain/(Loss)
0.00

TRUSTEES OF PUNCHARD FREE SCHOOL
ANDOVER, MASSACHUSETTS

STATEMENT FOR TWELVE MONTHS ENDING: June 30, 2011
SCHOLARSHIPS AND SPECIAL FUNDS

	* Beginning BALANCE 1-Jul-2010	Misc Additions to Principal	Trow Income 1-Jul-2010 thru 30-Jun-2011 <small>to be added at end of year</small>	Apportioned Net Income 1-Jul-2010 thru 30-Jun-2011	Scholarships to be Awarded June 2011 <small>as proposed ~ 4/25/2011</small>	Balance as of 30Jun11 AFTER additions and deductions on 30Jun2011
DONAND DUNN FUND	\$18,858.67	\$0.00		\$444.30		\$19,303.97
H.W. & M.P. BARNARD	\$1,405.88	\$0.00		\$33.12		\$1,439.00
J.W. BARNARD	\$8,699.09	\$0.00		\$204.93		\$8,904.02
ALICE M. BELL	\$1,479.25	\$0.00		\$34.85		\$1,514.10
THOMAS BLACK	\$15,705.98	\$0.00		\$370.00	\$1,000.00	\$15,075.98
EDNA G. CHAPIN	\$3,305.25	\$0.00		\$77.87		\$3,383.12
FRED W. DOYLE	\$10,538.08	\$0.00		\$248.21	\$1,000.00	\$9,784.29
WARREN F. DRAPER	\$2,165.00	\$0.00		\$51.00		\$2,216.00
WILLIAM G. GOLDSMITH	\$3,754.70	\$0.00		\$88.45		\$3,843.15
ELIZABETH T. GUTTERSON	\$1,518.02	\$0.00		\$35.78		\$1,553.78
MYRON E. GUTTERSON	\$2,065.58	\$0.00		\$48.66		\$2,114.24
ANDOVER GRANGE	\$3,878.82	\$0.00		\$86.87		\$3,785.49
NATHAN C. HAMBLIN	\$20,148.71	\$0.00		\$474.88	\$1,000.00	\$19,623.37
MARGARET F. HINCHCLIFFE	\$34,841.17	\$0.00		\$816.08	\$1,000.00	\$34,457.25
PUNCHARD TRUSTEES	\$11,356.68	\$0.00		\$287.54		\$11,624.22
ANDOVER SERVICEMEN	\$30,595.62	\$0.00		\$720.77	\$1,000.00	\$30,316.39
HENRY WYATT (A)	\$20,908.73	\$0.00		\$492.57		\$21,401.30
A.F.B. & W.A. TROW	\$91,685.96	\$0.00	\$3,087.87		\$2,000.00	\$92,773.83
to be apportioned in on 30Jun2011						
Retained earnings	-\$25.01					-\$25.01
Roundoff error						
	\$282,485.18	\$0.00		\$4,495.44	\$7,000.00	\$283,068.47

* The amounts shown for each scholarship fund are actual as of 01Jul2010.

(A) \$946.00 was added in to the Wyatt fund as of 27Aug2010 \$19962.73+\$946.00=\$20908.73

SUMMARY-INCOME/(EXPENSE) 01Jul10-30Jun11

Gross Income - Scholarship Fund		
Interest Income - Broker MM		\$0.20
Dividend Income - Securities/MF		\$5,418.73
Capital Gain Distributions - MF		\$0.00
Gain/(Loss) on Sale of Securities		\$0.00
Misc inc check error/return		\$0.00
Expenses - Scholarship Fund		
Maintenance fee - Broker/MM for period 01Jul10-30Jun11		\$0.00
Brokerage fees		\$823.49
Net Income - Scholarship Fund	\$4,495.44	to be apportioned 30Jun2011
	0.023558017	Apportion factor
Gross Income - Trow Fund		
Interest Inc Broker MM - Trow		\$0.05
Div Inc MF - Trow		\$3,552.15
Capital Gain Distrib - Trow		\$0.00
Gain/Loss on Sale of Securities		\$0.00
Gross Expenses - Trow Fund		
Maintenance fee - Trow for period 01Jul10-30Jun11		\$0.00
Brokerage fees		\$464.33
Net Income - Trow Fund	\$3,087.87	to be added directly to Trow fund 30Jun2011
Total Net Income - 01Jul10-30Jun11	\$7,583.31	
Scholarships Awarded June 2011	\$7,000.00	see above
Gross Income - H.P. Wyatt Fund		
Summer 2010 Golf Tournament		\$946.00
Expenses - H. P. Wyatt Fund		
Summer 2010 Golf Tournament		\$0.00
Net Income - H.P. Wyatt Fund	\$946.00	to be added directly to H.P. Wyatt fund done 27Aug2010

TRUSTEES OF PUNCHARD FREE SCHOOL

SCHOLARSHIP and TROW FUNDS

VALUE of FUNDS
6/30/2011

	Book Value (BV) 1-Jul-2010	Book Value (BV) 30-Jun-2011	Market Value (MV) 30-Jun-2011
TD BANKNORTH CHECKING ACCT.	\$0.00	\$0.00	\$0.00
FEDERATED CAPITAL RES. MONEY MARKET FUND	\$46,545.99	\$47,115.16	\$47,115.16
1166.74 Shs Templeton Growth Fund (sold 10/9/08)	\$0.00	\$0.00	\$0.00
5779.990 Shs Franklin US Gov Securities CIA (bought in 2 lots 10/9/08 & 10/14/08)	\$37,221.14	\$37,221.14	\$39,475.21
2,578.907 Shs. AMERICAN BALANCED FUND Class A	\$47,329.79	\$47,329.79	\$48,122.41
885,319 Shs. CAPITAL INCOME BUILDER FUND (sold 452.080 shs 10/14/08)	\$22,766.70	\$22,766.70	\$22,411.45
14,529.012 Shs. FRANKLIN INCOME FUND Class A	\$36,100.00	\$36,100.00	\$32,544.99
Total - Individual Scholarship Funds	\$189,963.62	\$190,532.79	\$189,669.22
FED. CAP. RES. MONEY MARKET/ TROW FUND	\$10,972.36	\$11,932.50	\$11,932.50
561.590 Shs Pioneer Cullen Value Fund (sold 561.590 shs 10/14/08)	\$0.00	\$0.00	
758.494 Shs. PIONEER EQUITY INCOME/TROW FUND Class A	\$20,068.18	\$20,068.18	\$20,797.91
1325.311 Shs Franklin US Gov Securities CIA (bought 10/14/08)	\$8,535.00	\$8,535.00	\$9,051.87
828.272 Shs Income Fund of America CI F-1	\$15,000.00	\$15,000.00	\$14,254.56
4,100,601 Shs. PIONEER HIGH YIELD/ TROW FUND Class A	\$37,000.00	\$37,000.00	\$43,015.30
Total - Trow Scholarship Funds	\$91,575.54	\$92,535.68	\$99,052.14
RESERVE FOR LOWER OF COST/MARKET	\$0.00	\$0.00	\$0.00
Total value of funds held (30Jun2011)	\$281,539.16	\$283,068.47	\$288,721.36

TRUSTEES OF PUNCHARD FREE SCHOOL
SCHOLARSHIP and TROW ACCOUNTs

ROLL FORWARD ANALYSIS FOR TWELVE MONTHS 01Jul10-30Jun2011

	Next Financial Group Scholarship Funds	BrokerCash/MM SF	Income	Expense	Next Financial Group Trow Funds	BrokerCash/MM Trow	Income	Expense	Banknorth Checking Account	Total Scholarship Account
7/1/2010 BOOK VALUE BAL	\$143,417.63	\$46,545.99			\$80,603.18	\$10,972.36				\$281,539.16
Additions:										
Interest Earned										
Dividends			\$0.20				\$0.05			
Capital Gains			\$5,418.73				\$3,552.15			
Realized Net Investment Gain/(Loss)			\$0.00				\$0.00			
Receipt of New Scholarship Funds (Golf - Wyatt)			\$0.00				\$0.00			
Other inc (Cash Ckbook corr)			0.00				\$0.00		0.00	
Deductions:										
Payment of 2010 Scholarship Awards										
(Transferred to checking account of										
Capital Fund for payment.)										
Brokerage Mgmt fee - School				923.49						
Brokerage Mgmt fee - Trow								\$464.33		
Annual Custodial Maintenance fee MF				0.00						
Annual Custodial Maintenance fee Trow										
Adj. to Lower of Cost/Market										
TDBN Bank penalty - Trow - returned check										
Broker Services fee - Trow - MM check written for below minimum										
6/30/2011 BOOK VALUE BAL	\$143,417.63	\$47,115.16	\$5,418.93	\$923.49	\$80,603.18	\$11,932.50	\$3,552.20	\$464.33	\$0.00	\$283,068.47

ELECTION RESULTS FOR SPECIAL TOWN ELECTION ANDOVER MA 1/25/2011

	PREC 1	PREC 2	PREC 3	PREC 4	PREC 5	PREC 6	PREC 7	PREC 8	PREC 9	TOTALS
QUESTION 1										
YES	318	160	212	142	149	187	159	449	219	1995
NO	97	124	142	125	140	106	139	154	141	1168
TOTALS	415	284	354	267	289	293	298	603	360	3163

QUESTION 1

Shall the Town of Andover be allowed to exempt from the provisions of proposition two-and-one- half, so called, the amounts required to pay for the bonds issued in order to pay costs of constructing a new Bancroft School on Bancroft Road, including the payment of related offsite improvements, and all other costs incidental and related thereto?

ELECTION RESULTS FOR ANNUAL TOWN ELECTION ANDOVER MASSACHUSETTS 3/22/2011

	PCT. 1	PCT. 2	PCT. 3	PCT. 4	PCT. 5	PCT. 6	PCT. 7	PCT. 8	PCT. 9	Totals
MODERATOR - 1 YEAR TERM (1)										
SHEILA M DOHERTY	190	148	157	150	143	144	185	226	196	1539
Blanks	51	40	59	38	41	31	72	74	59	465
Misc. Others	2	0	2	1	1	0	2	4	3	15
Totals	243	188	218	189	185	175	259	304	258	2019

BOARD OF SELECTMEN-3 YEAR TERM (1)										
MARY KELVIE LYMAN	193	137	158	126	133	127	178	220	183	1455
Blanks	49	48	56	60	51	46	79	81	74	544
Misc. Others	1	3	4	3	1	2	2	3	1	20
Totals	243	188	218	189	185	175	259	304	258	2019

BOARD OF SELECTMEN - 2 YEAR TERM (1)										
LARRY BRUCE	21	37	38	27	40	14	21	38	24	260
DANIEL H. KOWALSKI	85	55	66	62	55	57	133	105	93	711
PAUL J. SALAFIA	117	87	100	90	82	95	101	140	123	935
Blanks	19	9	14	10	8	9	3	20	18	110
Misc. Others	1	0	0	0	0	0	1	1	0	3
Totals	243	188	218	189	185	175	259	304	258	2019

SCHOOL COMMITTEE - 3 YEAR TERM (1)										
DENNIS F. FORGUE	94	95	109	114	80	94	143	153	153	1035
DONALD H. GOTTFRIED	146	82	103	70	95	73	105	142	96	912
Blanks	3	11	6	5	10	8	11	9	9	72
Misc. Others	0	0	0	0	0	0	0	0	0	0
Totals	243	188	218	189	185	175	259	304	258	2019

HOUSING AUTHORITY - 5 YEAR TERM (1)										
DANIEL T. GRAMS	187	135	159	131	133	132	177	216	191	1461
Blanks	56	53	59	57	52	43	82	88	67	557
Misc. Others	0	0	0	1	0	0	0	0	0	1
Totals	243	188	218	189	185	175	259	304	258	2019

ANNUAL TOWN MEETING – APRIL 27, 28, 2011

<u>WARRANT ARTICLE NO. & DESCRIPTION</u>	<u>ACTION TAKEN</u>	<u>ATTY. GENERAL APPROVED</u>
1. Election Results	Reported	
2. Election – Not Required by Ballot	Election	
3. Salaries of Elected Officials	Approval	
4. FY-2012 Budget - \$134,827,279	Approval	
5. Capital Projects Fund FY-2012 - Appropriation \$1,246,000	Approval	
6. Budget Transfers - \$180,000	Approval	
7. Supplemental Budget Appropriations - \$620,000	Approval	
8. Free Cash	Withdrawn	
9. Unexpended Appropriations	Withdrawn	
10. General Housekeeping, A through G A. Grant Program Authorization B. Road Contracts C. Town Report D. Property Tax Exemptions - Statute Acceptance E. Contracts in Excess of Three Years F. Accepting Easements G. Rescinding Bond Authorizations	Approved	
11. Granting Easements	Approved	
12. Unpaid Bills	Withdrawn	
13. Chapter 90 Authorizations	Approved	
14. Revolving Accounts	Approved	
15. Transfer from Overlay Surplus - \$342,911.97	Approved	
16. School Building Maintenance and Renovation - \$925,000	Approved	

ANNUAL TOWN MEETING – APRIL 27, 28, 2011

<u>WARRANT ARTICLE NO. & DESCRIPTION</u>	<u>ACTION TAKEN</u>	<u>ATTY. GENERAL APPROVED</u>
17. West Middle School Green Repairs - \$1,540,407	Approved	
18. Municipal Services Facility - \$35,000	Approved	
19. Conservation Land Acquisition Fund	Withdrawn	
20. Grant Application for Fosters Pond Conservation Land	Withdrawn	
21. Renewable Energy Facilities – Feasibility Study for Municipal Land - \$25,000	Approved	
22. Long-term Renewable Energy Contracts	Approved	
23. DPW Vehicles - \$300,000	Approved	
24. Town Bridge Evaluation and Repairs - \$100,000	Approved	
25. Pearson Street Parking Lot - \$85,000	Approved	
26. High Plain Road at Fish Brook Design and Engineering - \$75,000	Approved	
27. Jerry Silverman Fireworks - \$12,000	Approved	
28. Elderly/Disabled Transportation Program - \$12,000	Approved	
29. Insurance Recovery Transfer	Withdrawn	
30. Funding OPEB Trust Fund - \$400,000	Approved	
31. Zoning By-law Amendment – Off Street Parking Requirements	Approved	May 11, 2011

ANNUAL TOWN MEETING – APRIL 27, 28, 2011

<u>WARRANT ARTICLE NO. & DESCRIPTION</u>	<u>ACTION TAKEN</u>	<u>ATTY. GENERAL APPROVED</u>
32. Street Acceptance – Winterberry Lane	Approved	
33. Storm Drain Improvements - \$300,000	Approved	
34. Town Building Maintenance and Renovation	Approved	
35. Zoning By-law Amendment - Dimensional Special Permit/Historic Preservation	Defeated	
36. Balmoral Fence & Masonry Repairs	Withdraw	
37. Parking Meter Replacement	Withdrawn	
38. Spring Grove Cemetery Maintenance - \$31,000	Approved	
39. Zoning By-law Amendment – OSRD Special Permit	Defeated	
40. Zoning By-law Amendment – River Road Business Overlay District	Withdrawn	
41. General By-law Amendment – Banners In General Business District	Approved	May 11, 2011
42. Water Distribution Systems Improvements - \$500,000	Approved	
43. Water & Sewer Vehicles - \$70,000	Approved	
44. WTP Variable Frequency Drive Pump - \$499,099.95	Approved	
45. Acceptance Chapter 131, Sections 27 & 28 of the Acts of 2010	Approved	
46. General By-law Amendment – Bow Hunting Ban	Defeated	

ANNUAL TOWN MEETING – APRIL 27, 28, 2011

47. Zoning By-law Amendment – Political Signs Approved May 11, 2011

ANNUAL TOWN MEETING WARRANT

Agreeably to a Warrant signed by the Selectmen on March 21, 2011, to notify and warn the Inhabitants of said Town who are qualified to vote in Town Affairs to meet and assemble at the Richard J. Collins Field House, Andover High School, Shawsheen Road, in said Andover, on

WEDNESDAY, THE TWENTY–SEVENTH DAY OF APRIL, 2011

at seven o'clock P.M. to act upon the following articles:

Pursuant to the foregoing Warrant, I the subscriber, one of the Constables of the Town of Andover, have notified the Inhabitants of said Town to meet at the time and place and for the purposes stated in said Warrant, by posting a true and attested copy of the same on the Town Hall, on each school house and in no less than five other public places where bills and notices are usually posted and by publication in the *Andover Townsman*. Said Warrants have been posted and published fourteen days.

Ronald Bertheim, Constable
April 6, 2011

ANNUAL TOWN MEETING

APRIL 27, 2011

The check lists were used at the entrance and four hundred and sixty seven (467) voters admitted to the meeting on the first night of the meeting.

Sheila M. Doherty, Moderator, called the meeting to order at 7:00 P.M.

The American Legion Post 8 presented the Colors.

The Pledge of Allegiance to the Flag was led by Alex J. Vispoli, Chair of the Board of Selectmen.

The Song “America,” written by Samuel Francis Smith in Andover was sung by Andover resident Meghan Burke.

The Colors were posted.

The opening prayer was giving by the Reverend Jeffrey Gill, Christ Church, Andover.

There was a moment of silence for the deceased that have worked and lived in the Town.

ANNUAL TOWN MEETING – APRIL 27, 28, 2011

Upon majority consent it was VOTED to admit non-voters to the meeting and escort non-voters to the non-voting section thereafter. Seventy-five (75) non-voters were admitted during the first night of the meeting.

The Moderator announced various housekeeping issues to the meeting members, including turning off cell phones, no smoking, food or drinks (except water) in the Field House.

Upon motion made and duly seconded, it was VOTED by majority consent to dispense with the reading of the Warrant and return of service of the Constable and to refer to the Warrant Articles by number and subject matter.

The Moderator announced the voting sections of the Hall.

The Moderator introduced the stage participants to meeting members.

The Moderator introduced Atty. Christopher Vrontas as the Town Meeting “Ombudsman”, and reminded meeting members that he would help them with questions on Town Meeting procedures and amendments to articles.

The Moderator outlined the Rules and Procedures of Town meeting to the Members, including that voters must be seated to be counted and must have their voter stickers visible and the use of Pro and Con microphones during the meeting.

The Moderator took a vote to limit presenters of articles to five minutes of speaking time and speakers to three minutes. The motion passed by a majority vote.

ARTICLE 1. To elect a Moderator for one year, one Selectman for three years, one Selectman for two years, one School Committee member for three years and one member of the Andover Housing Authority for five years.

The Town Clerk reported the following were elected and duly sworn to office:

Moderator	One For One Year	Sheila M. Doherty 9 Juniper Road
Board of Selectmen	One For Three Years	Mary Kelvie Lyman 50 School Street
Board of Selectmen	One For Two Years	Paul J. Salafia 283 So. Main Street
School Committee	One For Three Years	Dennis F. Forgue 18 Reservation Road
Andover Housing Authority	One For Five Years	Daniel T. Grams 28 Corbett Street

ANNUAL TOWN MEETING – APRIL 27, 28, 2011

Election Not Required by Ballot

ARTICLE 2. To elect all other officers not required by law to be elected by ballot, or take any other action related there.

On request of the Town Clerk

Upon motion made and duly seconded it was VOTED by a majority vote that **Richard J. Bowen, 12 Bannister Road**, be elected Trustee of the Cornell Fund for three years.

Salaries of Elected Officials

ARTICLE 3. To establish the salaries of the elected officers for the ensuing year, or take any other action related thereto.

On request of the Town Clerk

Upon motion made and duly seconded it was VOTED by a Majority vote that the salaries of the elected Town Officers be established as follows:

Town Moderator -	\$250.00 for each Annual Town Meeting and \$60.00 for each Special Town Meeting except when it falls within the Annual Town Meeting.
Selectmen -	Chairman - \$1,800.00 Members - \$1,500.00
School Committee -	Chairman - \$1,800.00 Members - \$1,500.00

The Moderator's salary was moved by Selectmen Major, the Town Clerk presided over the vote for the Moderator's salary.

Finance Committee Report: Approval

Board of Selectmen Report: Approval

FY-2012 Budget

ARTICLE 4. To see if the Town will vote to determine what sums of money the Town will raise and appropriate, including appropriations from available funds, to defray charges and expenses of the Town, including debt and interest, and to provide for a reserve fund for the Fiscal Year beginning July 1, 2011 and ending June 30, 2012, or take any other action related thereto.

On request of the Town Manager

ANNUAL TOWN MEETING – APRIL 27, 28, 2011

ARTICLE 4 - 2011 ANNUAL TOWN MEETING
FY 2012 Budget

LINE ITEM	DEPARTMENT	APPROVED FY 2012
Upon Motion made and duly seconded, it was voted to raise and appropriate the following sums of money for PUBLIC SAFETY by a Majority Vote:		
	PUBLIC SAFETY	
1	PERSONAL SERVICES	12,956,728
2	OTHER EXPENSES	<u>1,305,360</u>
	TOTAL	14,262,088
Includes \$287,264 - parking receipts, \$70,000 - detail fees, and \$1,000,000 - ambulance collections		

Finance Committee Report: Approval
Selectman Report: Approval

Upon Motion made and duly seconded, it was voted to raise and appropriate the following sums of money for GENERAL GOVERNMENT & COMMUNITY DEVELOPMENT by a Majority Vote:		
	GENERAL GOVERNMENT & COMMUNITY DEVELOPMENT	
3	PERSONAL SERVICES	5,370,989
4	OTHER EXPENSES	<u>1,540,301</u>
	TOTAL	6,911,290
Includes \$24,000 in receipts from wetland filing fees and \$27,044 water reserves and \$27,044 sewer reserves.		

Finance Committee Report: Approval
Selectman Report: Approval

Upon Motion made and duly seconded, it was voted to raise and appropriate the following sums of money for PUBLIC WORKS by a Majority Vote:		
	PUBLIC WORKS	
5	PERSONAL SERVICES	1,663,249
6	OTHER EXPENSES	<u>3,682,302</u>
	TOTAL	5,345,551

Finance Committee Report: Approval
Selectman Report: Approval

Upon Motion made and duly seconded, it was voted to raise and appropriate the following sums of money for PLANT AND FACILITIES by a Majority Vote:		
	PLANT AND FACILITIES	
7	PERSONAL SERVICES	3,110,159
8	OTHER EXPENSES	<u>1,342,341</u>

ANNUAL TOWN MEETING – APRIL 27, 28, 2011

TOTAL

4,452,500

Includes \$68,475 in rental receipts; \$60,000 cemetery fees.

Finance Committee Report: Approval

Selectman Report: Approval

Upon Motion made and duly seconded, it was voted to raise and appropriate the following sums of money for LIBRARY by a Majority Vote:

LIBRARY

9	PERSONAL SERVICES	1,833,122
10	OTHER EXPENSES	<u>593,900</u>
	TOTAL	2,427,022

Finance Committee Report: Approval

Selectman Report: Approval

Upon Motion made and duly seconded, it was voted to raise and appropriate the following sums of money for COMMUNITY/YOUTH SERVICES/ELDER SERVICES by a Majority Vote:

COMMUNITY / YOUTH/ ELDER SERVICES

11	PERSONAL SERVICES	1,216,381
12	OTHER EXPENSES	<u>444,479</u>
	TOTAL	1,660,860

Includes \$550,000 and \$55,000 in user fees and \$69,300 in grants

Finance Committee Report: Approval

Selectman Report: Approval

Upon Motion made and duly seconded, it was voted to raise and appropriate the following sums of money for UNCLASSIFIED EXPENSES by a Majority Vote:

UNCLASSIFIED EXPENSES

13	COMPENSATION FUND	250,000
14	RESERVE FUND	<u>200,000</u>
	TOTAL	450,000

Finance Committee Report: Approval

Selectman Report: Approval

Upon Motion made and duly seconded, it was voted to raise and appropriate the following sums of money for ANDOVER SCHOOL DEPT. by a Majority Vote:

ANDOVER SCHOOL DEPT.

15	PERSONAL SERVICES	49,176,074
16	OTHER EXPENSES	<u>13,608,503</u>

ANNUAL TOWN MEETING – APRIL 27, 28, 2011

TOTAL

62,784,577

Finance Committee Report: Approval

Selectman Report: Approval

School Committee Report: Approval

Upon Motion made and duly seconded, it was voted to raise and appropriate the following sums of money for SEWER by a Majority Vote:

SEWER

17	PERSONAL SERVICES	416,740
18	OTHER EXPENSES	<u>2,075,955</u>
	TOTAL	2,492,695

Includes \$360,000 in sewer reserves

Finance Committee Report: Approval

Selectman Report: Approval

Upon Motion made and duly seconded, it was voted to raise and appropriate the following sums of money for WATER by a Majority Vote:

WATER

19	PERSONAL SERVICES	1,591,548
20	OTHER EXPENSES	<u>2,288,400</u>
	TOTAL	3,879,948

Finance Committee Report: Approval

Selectman Report: Approval

Upon Motion made and duly seconded, it was voted to raise and appropriate the following sums of money for GREATER LAWRENCE TECHNICAL HIGH SCHOOL by a Majority Vote:

21	GREATER LAWRENCE TECHNICAL H. S.	<u>444,503</u>
	TOTAL	444,503

Finance Committee Report: Approval

Selectman Report: Approval

Upon Motion made and duly seconded, it was voted to raise and appropriate the following sums of money for FIXED EXPENSES by a Majority Vote:

FIXED EXPENSES

22	DEBT SERVICE	12,112,692
23	GENERAL INSURANCE	661,613
24	UNEMPLOYMENT COMP.	100,000
25	RETIREMENT FUND	5,085,067

ANNUAL TOWN MEETING – APRIL 27, 28, 2011

26	HEALTH INSURANCE FUND	<u>14,355,000</u>
	TOTAL	32,314,372

Finance Committee Report: Approval

Selectman Report: Approval

GRAND TOTAL	137,425,406
<i>less budgeted Revenues</i>	<u>(2,598,127)</u>
NET TOTAL	134,827,279

2011 ANNUAL TOWN MEETING SPECIAL ARTICLES

SPECIAL ARTICLES FROM FREE CASH

Article 7	Supplemental Appropriations – FY 2011:	
	FY 2011 Public Works – Other Expenses	\$500,000.00
	FY 2011 Health Insurance	\$120,000.00
Article 18	Municipal Services Facility	\$ 35,000.00
Article 21	Renewable Energy Facilities – Feasibility Study	\$ 25,000.00
Article 27	Jerry Silverman Fireworks	\$ 12,000.00
Article 30	Other Post Employment Benefit Trust Fund	<u>\$300,000.00</u>
	TOTAL	\$992,000.00

SPECIAL ARTICLES – TRANSFER OF FUNDS

Article 6	From Article 4, 2010 ATM - FY 2011 Debt Service To FY 2011 Health Insurance	\$180,000.00
Article 17	From Article 41, 2010 ATM School Building Maintenance & Renovation to West Middle School Green Repair	\$290,407.00
Article 38	From Spring Grove Cemetery Perpetual Care To Spring Grove Cemetery Maintenance & Roads	\$ 31,000.00
Article 44	For Variable Frequency Drive Pump	
	From Article 34, 2005 Water Plant Improvements	\$ 1,657.66
	From Article 41, 2005 Fish Brook Pumping Station	\$ 16,173.89
	From Article 55, 2005 Salt Study	\$ 756.88
	From Article 35, 2007 Water Vehicle Replacement	\$ 164.65
	From Article 54, 2007 Salt Balance Study	\$ 14,576.42
	From Article 12, 2008 Fish Brook Pumping Station	<u>\$ 25,770.45</u>
	TOTAL	\$ 560,506.95

ANNUAL TOWN MEETING – APRIL 27, 28, 2011

RESCIND BOND AUTHORIZATIONS

Article 10G	Article 48, 2002 ATM Main Street Improvements	\$ 500.00
	Article 34, 2005 ATM Water Treatment Plant Imp.	\$ 648.00
	Article 2A, 2004 STM South Main Area Sewers	<u>\$1,000,000.00</u>
	TOTAL	\$1,001,148.00

SPECIAL ARTICLES – GENERAL FUND BORROWING

Article 16	School Maintenance & Renovation	\$ 925,000.00
Article 17	West Middle School Green Repair Program	\$1,250,000.00
Article 23	DPW Vehicles	\$ 300,000.00
Article 24	Town Bridge Evaluation & Repairs	\$ 100,000.00
Article 25	Pearson Street Parking Lot	\$ 85,000.00
Article 26	High Plain Road at Fish Brook Design & Eng.	\$ 75,000.00
Article 33	Storm Drain Improvements	\$ 300,000.00
Article 34	Town Building Maintenance & Renovation	<u>\$ 500,000.00</u>
	TOTAL	\$3,535,000.00

SPECIAL ARTICLES – WATER/SEWER FUND BORROWING

Article 42	Water Distribution Systems Improvements	\$ 500,000.00
Article 44	Water Treat. Plant Variable Frequency Drive Pump	<u>\$ 440,000.00</u>
	TOTAL	\$ 940,000.00

UNEXPENDED APPROPRIATIONS

NONE

SPECIAL ARTICLES – CHAPTER 44 SEC. 53 ½ REVOLVING ACCOUNTS

Article 14A	Community Development & Planning Department	\$ 30,000.00
Article 14B	Memorial Hall Library – Lost/Damaged Materials	\$ 20,000.00
Article 14C	Health Clinic	\$ 40,000.00
Article 14D	Division of Community Services	\$ 625,000.00
Article 14E	Division of Youth Services	\$ 400,000.00
Article 14F	Field Maintenance	\$ 100,000.00
Article 14G	Division of Elder Services	\$ 200,000.00
Article 14H	Police Communications	\$ 50,000.00
Article 14I	Memorial Hall Library Audio/Visual	\$ 40,000.00
Article 14J	School Photocopy Fees	\$ 20,000.00
Article 14K	Compost Program	\$ 60,000.00
Article 14L	Solid Waste	\$ 40,000.00
Article 14M	Stormwater Management	\$ 30,000.00
Article 14N	Fire Rescue	<u>\$ 200,000.00</u>

ANNUAL TOWN MEETING – APRIL 27, 28, 2011

TOTAL \$1,855,000.00

SPECIAL ARTICLES FROM TAXATION

Article 5	Capital Projects Fund FY2012	\$1,246,000.00
Article 28	Elderly/Disabled Transportation Program	<u>\$ 12,000.00</u>
	TOTAL	\$1,258,000.00

SPECIAL ARTICLES FROM WATER RESERVES

Article 30	Other Post Employment Benefit Trust Fund	\$ 100,000.00
Article 43	Water Vehicles	<u>\$ 35,000.00</u>
	TOTAL	\$ 135,000.00

SPECIAL ARTICLES FROM SEWER RESERVES

Article 43	Sewer Vehicles	<u>\$ 35,000.00</u>
	TOTAL	\$ 35,000.00

SPECIAL ARTICLES FROM OVERLAY SURPLUS

Article 15	From Overlay Surplus	
	To Allowance for Abatements & Exemptions Account:	
	FY2010	\$ 242,911.97
	FY2011	<u>\$ 100,000.00</u>
	TOTAL	\$ 342,911.97

SPECIAL ARTICLES FROM PARKING RECEIPTS

NONE

A true record
ATTEST

Lawrence J. Murphy
Town Clerk

ANNUAL TOWN MEETING – APRIL 27, 28, 2011

FY-2011 Capital Projects Fund Appropriation

ARTICLE 5. To see if the Town will vote to raise by taxation and appropriate the sum of \$1,963,000 for the purpose of funding the Fiscal Year 2012 appropriation for the Capital Projects Fund or take any other action related thereto.

On request of the Town Manager

Upon motion made and duly seconded it was VOTED by a Majority vote to raise by taxation and appropriate the sum of \$1,246,000 for the purpose of funding the Fiscal Year 2012 appropriation for the Capital Projects Fund.

Finance Committee Report: Approval

Board of Selectmen Report: Approval

School Committee Report: Approval

Budget Transfers

ARTICLE 6. To see if the Town will vote to transfer from amounts previously appropriated at the 2010 Annual Town Meeting as authorized by MGL Chapter 44, Section 33B, or take any other action related thereto.

On request of the Finance Director

Upon motion made and duly seconded it was VOTED by a Majority vote to transfer funds from the following 2010 Annual Town Meeting- Article 4 appropriations:

\$ 180,000 from FY 2011 Debt Service

And appropriate the sum of \$180,000 for FY 2011 Health Insurance

Finance Committee Report: Approval

Board of Selectmen Report: Approval

Supplemental Budget Appropriations

ARTICLE 7. To see if the Town will vote to transfer from available funds a sum of money to supplement appropriations voted at the April 2010 Annual Town Meeting , or take any other action related thereto.

On request of the Finance Director

Upon motion made and duly seconded it was VOTED by a Majority vote to transfer \$620,000 from Free Cash and appropriate a sum of \$500,000 to FY2011 Public Works – Other Expenses and \$120,000 to FY2011 Health Insurance.

Finance Committee Report: Approval

ANNUAL TOWN MEETING – APRIL 27, 28, 2011

Board of Selectmen Report: Approval

Free Cash

ARTICLE 8. To see what amount the Town will vote to permit the Assessors to use in free cash to reduce the Fiscal Year 2012 tax rate and to affect appropriations voted at the 2011 Annual Town Meeting, or take any other action related thereto.

On request of the Finance Director

Upon motion made and duly seconded it was voted by a Majority vote that Article 8 be WITHDRAWN from the Warrant.

Unexpended Appropriations

ARTICLE 9. To see what disposition shall be made of unexpended appropriations and free cash in the treasury, or take any other action related thereto.

On request of the Finance Director

Upon motion made and duly seconded it was voted by a Majority vote that Article 9 be WITHDRAWN from the Warrant.

General Housekeeping Articles

ARTICLE 10. To see if the Town will vote the following consent articles, or take any other action related thereto:

A. Grant Program Authorization

To see if the Town will vote to authorize the Board of Selectmen and/or the Town Manager to apply for, accept and enter into contracts from time to time for the expenditure of any funds allotted to Andover by the Commonwealth of Massachusetts or the U. S. Government under any State or Federal grant program, or take any other action related thereto.

On request of the Town Manager

B. Road Contracts

To see if the Town will vote to authorize the Town Manager to enter into a contract with the Massachusetts Highway Department Commissioners or the Federal Government for the construction and maintenance of public highways in the Town of Andover for the ensuing year, or take any other action related thereto.

On request of the Town Manager

ANNUAL TOWN MEETING – APRIL 27, 28, 2011

C. Town Report

To act upon the report of the Town officers, or take any other action related thereto.

On request of the Town Manager

D. Property Tax Exemptions

To see if the Town will vote to accept the provisions of Section 4, Chapter 73 of the Acts of 1986 as amended by Chapter 126 of the Acts of 1988 to allow an additional property tax exemption for Fiscal Year 2012 for those persons who qualify for property tax exemptions under Massachusetts General Laws Chapter 59, Section 5, or take any other action related thereto.

On request of the Board of Assessors

E. Contracts in Excess of Three Years

To see if the Town will vote in accordance with the provisions of Massachusetts General Laws Chapter 30B, Section 12(b), to authorize the Town Manager or the Superintendent of Schools to solicit and award contracts for terms exceeding three years but no greater than five years, including any renewal, extension or option, provided in each instance the longer term is determined to be in the best interest of the Town by a vote of the Board of Selectmen or the School Committee, as appropriate, or take any other action related thereto.

On request of the Town Manager

F. Accepting Easements

To see if the Town will vote to authorize the Board of Selectmen and the School Committee to accept grants of easements for streets, water, drainage, sewer and utility purposes or any public purpose on terms and conditions the Board and the Committee deem in the best interests of the Town, or take any other action related thereto.

On request of the Town Manager

G. Rescinding of Bond Authorizations

To see if the Town will vote to rescind unissued bond authorizations from prior Town Meetings, or take any other action related thereto.

On request of the Finance Director

Upon motion made and duly seconded it was VOTED by a Majority vote to approve the consent agenda, Articles 10A through 10F.

ANNUAL TOWN MEETING – APRIL 27, 28, 2011

Upon motion made and duly seconded it was voted under Article 10G to rescind the following unissued bond authorizations:

\$500 Article 48, 2002 Annual Town Meeting Main Street Improvements
\$648 Article 34, 2005 Annual Town Meeting Water Treatment Plant
Improvements
\$1,000,000 Article 2A, 2004 Special Town Meeting South Main Area Sewers

Article 10G Vote: Declared a 2/3 vote by the Moderator A 2/3 vote required

Finance Committee Report: Approval
Board of Selectmen Report: Approval

Granting Easements

ARTICLE 11. To see if the Town will vote to authorize the Board of Selectmen and the School Committee to grant easements for water, drainage, sewer and utility purposes or any public purpose on terms and conditions the Board and the Committee deem in the best interests of the Town, or take any other action related thereto.

On request of the Town Manager

Upon motion made and duly seconded it was voted to authorize the Board of Selectmen and the School Committee to grant easements for water, drainage, sewer and utility purposes or any public purpose on terms and conditions the Board and the Committee deem in the best interests of the Town.

VOTE: Declared more than a 2/3 Vote by the Moderator A 2/3 vote required

Finance Committee Report: Approval
Board of Selectmen Report: Approval

Unpaid Bills

ARTICLE 12. To see if the Town will vote to transfer from available funds a sum of money to pay unpaid bills for which obligation was incurred in prior fiscal years, or take any other action related thereto.

On request of the Town Accountant

Upon motion made and duly seconded it was voted by a Majority vote that Article 12 be WITHDRAWN from the Warrant.

ANNUAL TOWN MEETING – APRIL 27, 28, 2011

Chapter 90 Authorizations

ARTICLE 13. To see if the Town will vote to authorize the Town to acquire any necessary easements by gift, by purchase or by right of eminent domain for Chapter 90 Highway Construction or any other federal or state aid program for road or sidewalk improvements, or take any other action related thereto.

On request of the Town Manager

Upon motion made and duly seconded it was VOTED to authorize the Town to acquire any necessary easements by gift, by purchase or by right of eminent domain for Chapter 90 Highway Construction or any other federal or state aid program for road or sidewalk improvements.

VOTE: **Declared more than a 2/3 Vote by the Moderator** **A 2/3 vote required**

Finance Committee Report: Approval

Board of Selectmen Report: Approval

Revolving Accounts

ARTICLE 14. To see if the Town will vote to authorize the following revolving funds for certain Town departments under Massachusetts General Laws, Chapter 44, Section 53E1/2 for the fiscal year beginning July 1, 2011, or take any other action related thereto:

Revolving Fund	Authorized to Spend	Use of Fund	Revenue Source	FY-2012 Limit
A. Community Development & Planning Department	Division Heads	Advertising legal hearing notice expenses for permit applications	Applicant Fees	\$30,000
B. Memorial Hall Library- Lost/Damaged Materials	MHL Director	Replacement of lost/damaged library materials	Restitution payments /charges to borrower or patron	\$20,000
C. Health Clinic	Public Health Director	Clinic supplies and other expenses	Clinic participant fees	\$40,000
D. Division of Community Services	Community Services Director	Trips, ticket sales and special programs and activities	Participant fees	\$625,000
E. Division of Youth Services	Youth Services Director	All programs and activities expenses, part-time help	Participant fees	\$400,000
F. Field Maintenance	Plant and Facilities Director	Field maintenance, upgrade and related expenses	Field rental fees	\$100,000
G. Division of Elder Services	Elder Services Director	Senior programs, classes and activities	Participant fees	\$200,000

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H. Police Communications	Chief of Police	Maintenance and purchase of public safety radio and antennae equipment	Lease agreements for antenna users	\$50,000
I. Memorial Hall Library Audio/Visual	MHL Director	Purchase of audio/visual materials	Rental of audio/visual materials	\$40,000
J. School Photocopy Fees	School Dept.	Photocopy Center Costs	External Private Groups	\$20,000
K. Compost Program	Plant & Facilities Director	Offset Compost Monitoring and Cleanup Expenses	Contractor permit fees, revenues from sale of compost	\$60,000
L. Solid Waste	Public Works Director	Offset Trash & Recycling Costs	CRT, HHW & Trash fees	\$40,000
M. Stormwater Management	Planning Director	Consulting and Environmental Monitoring of Stormwater Management Applications and Permits	Applicant	\$30,000
N. Fire Rescue	Fire Chief	Training and Equipment	Service Fees	\$200,000

On request of the Finance Director

Upon motion made and duly seconded it was voted by a Majority vote that Article 14 A through N - Revolving Accounts, be approved as printed in the Warrant.

Finance Committee Report: Approval

Board of Selectmen Report: Approval

Transfer from Overlay Surplus

ARTICLE 15. To see if the Town will vote to transfer a sum of money from Overlay Surplus and appropriate to various fiscal years Allowance for Abatements and Exemptions accounts, or take any other action related thereto.

On request of the Finance Director

Upon motion duly made and seconded it was VOTED by a Majority vote to transfer the sum of \$342,911.97 from Overlay Surplus and appropriate to the following fiscal years Allowance for Abatements and Exemptions Accounts:

FY 2010:	\$242,911.97
FY 2011:	\$100,000.00

Finance Committee Report: Approval

Board of Selectmen Report: Approval

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School Building Maintenance and Renovation

ARTICLE 16. To see if the Town will vote to raise by taxation, borrowing, or transfer from available funds or by any combination and appropriate the sum of \$925,000 for the purpose of paying costs of constructing, adding to, remodeling, reconstructing and making extraordinary repairs to and equipping various School buildings and roofs and for the payment of all other costs incidental and related thereto, or take any other action related thereto.

On request of the Acting Plant and Facilities Director

Upon motion duly made and seconded it was VOTED that \$925,000 is appropriated to pay costs of constructing, adding to, remodeling, reconstructing and making extraordinary repairs to and equipping various School buildings and roofs, including the payment of any and all costs incidental and related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow such amount under and pursuant to Chapter 44, Section 7(3A) of the General Laws, or pursuant to any other enabling authority and to issue bonds and notes of the Town therefor.

VOTE: Declared more than a 2/3 Vote by the Moderator A 2/3 vote required

Finance Committee Report: Approval

Board of Selectmen Report: Approval

School Committee Report: Approval

West Middle School Green Repair Program

ARTICLE 17. To see if the Town will vote to appropriate, borrow or transfer from available funds, a sum of money to be expended under the direction of the Town Manager for the replacement of the roof and windows of the West Middle School building located at 70 Shawsheen Road, Andover, MA and as shown on Andover Assessor's Map 72, Lot 54. The proposed repair project would materially extend the useful life of the school and preserve an asset that otherwise is capable of supporting the required educational facility and for which the Town may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"). The MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any project costs the Town incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town. Any grant that the Town may receive from the MSBA for the Project shall not exceed the lesser of (1) 39 percent (39%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA.

On request of the Acting Plant & Facilities Director

Upon motion duly made and seconded it was VOTED that the Town appropriate the sum of one million, five hundred forty thousand four hundred and seven (\$1,540,407) dollars for the Roof Replacement and Window Replacement Project for the West Middle School at 70 Shawsheen Road, Andover, MA. The proposed repair project would materially extend the useful life of the

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school and preserve an asset that otherwise is capable of supporting the required educational program, said sum to be expended under the direction of the Town Manager and to meet said appropriation the Town Treasurer is authorized to borrow the sum of one million, two hundred fifty thousand (\$1,250,000) under M.G.L. Chapter 44, or any other enabling authority; that the Town acknowledges that the Massachusetts School Building Authority's ("MSBA") grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any project costs the Town incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town; provided further that any grant that the Town may receive from the MSBA for the Project shall not exceed the lesser of (1) 39 percent (%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA; and that the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the Town and the MSBA.

The balance of \$290,407 is to be transferred from Article 41 School Building Maintenance and Renovation of the 2010 Annual Town Meeting.

VOTE: Declared more than a 2/3 Vote by the Moderator A 2/3 vote required

Finance Committee Report: Approval

Board of Selectmen Report: Approval

School Committee Report: Approval

Municipal Services Facility

ARTICLE 18. To see if the Town will vote to raise by taxation, borrowing, or transfer from available funds or by any combination and appropriate the sum of \$100,000 for the purpose of studying options for the location, development and financing of a Municipal Services Facility (Town Yard) and its associated programmatic space needs, or take any other action related thereto.

On request of the Town Yard Task Force

Upon motion duly made and seconded it was VOTED by a Majority vote to appropriate \$35,000 from Free Cash for the purpose of studying options for the location, development and financing of a Municipal Services Facility (Town Yard) and its associated programmatic space needs.

Finance Committee Report: Approval

Board of Selectmen Report: Approval

Planning Board Report: Approval

Conservation Land Acquisition Fund

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ARTICLE 19. To see if the Town will vote to appropriate the sum of \$200,000 for the acquisition of 2.38 acres of land (23 Willard Circle, 0.90 acres – Map 123, Parcel 31 and 25 Willard Circle, 1.48 acres – Map 123, Parcel 30) for conservation purposes under the provisions of Chapter 40, Section 8C of the Massachusetts General Laws, to authorize the Board of Selectmen and Conservation Commission to acquire this land by gift, purchase or eminent domain, and that to raise this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under and pursuant to Chapter 44, Section 7(3) of the General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefore, or to take any other action related thereto.

On request of the Conservation Commission

Upon motion made and duly seconded it was voted by a Majority vote that Article 19 be WITHDRAWN from the Warrant.

Grant Application for Fosters Pond Conservation Land

ARTICLE 20. To see if the Town will vote to authorize the Treasurer to expend up to \$200,000 from the amount appropriated by vote upon Article 19 of the 2011 Annual Town Meeting to acquire the land near Fosters Pond as shown on Assessors' Map 123, Parcels 23 and 25, known as 23 and 25 Willard Circle, for conservation and open space purposes under the care, custody and control of the Andover Conservation Commission under the provisions of Chapter 40, Section 8C of the Massachusetts General Laws, and that the Town Manager be authorized to file on behalf of the Town of Andover any and all applications deemed necessary under the Self-Help Act (Massachusetts General Laws Chapter 132A, Section 11) or any other applications for funds in any way connected with the scope of this acquisition; and that the Town Manager, Board of Selectmen and Conservation Commission be authorized to enter into all agreements and execute any and all instruments, including permanent deed or conservation restrictions, in accordance with Massachusetts General Laws Chapter 184, on terms and conditions they deem to be in the best interest of the Town and as may be necessary on behalf of the Town of Andover to affect said purchase, or to take any other action related thereto.

On request of the Conservation Commission

Upon motion made and duly seconded it was voted by a Majority vote that Article 20 be WITHDRAWN from the Warrant.

Renewable Energy Facilities – Feasibility Study for Municipal Land

ARTICLE 21. To see if the Town will vote to raise by taxation, borrowing or transfer from available funds and appropriate the sum of \$25,000 to conduct studies to determine the feasibility of locating solar energy or other renewable energy facilities on municipally owned properties, or take any other action related thereto.

On the request of the Andover Green Advisory Board,
Acting Plant & Facilities Director and the Planning Director

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Upon motion made and duly seconded it was VOTED by a Majority vote to appropriate \$25,000 from Free Cash to conduct studies to determine the feasibility of locating solar energy or other renewable energy facilities on municipally owned properties.

A standing vote was taken. The Moderator announced the motion passed by a vote of 154 in favor to 125 opposed.

Finance Committee Report: Approval
Board of Selectmen Report: Approval
Planning Board Report: Approval

Long-term Renewable Electricity Contracts

ARTICLE 22. To see if the Town will vote to authorize the Town Manager to solicit and award contracts for purchasing electricity generated by solar energy facilities or other renewable resources, in accordance with the provisions of applicable Massachusetts General Laws, for terms exceeding three years but no greater than twenty years, including any renewal, extension or option, provided in each instance the longer term is determined to be in the best interest of the Town by a vote of the Board of Selectmen, or take any other action related thereto.

On the request of the Acting Plant & Facilities Director and the Andover Green Advisory Board

Upon motion duly made and seconded it was VOTED by a Majority vote to authorize the Town Manager to solicit and award contracts for purchasing electricity generated by solar energy facilities or other renewable resources, in accordance with the provisions of applicable Massachusetts General Laws, for terms exceeding three years but no greater than twenty years, including any renewal, extension or option, provided in each instance the longer term is determined to be in the best interest of the Town by a vote of the Board of Selectmen.

Finance Committee Report: Approval
Board of Selectmen Report: Approval
Planning Board Report: Approval

DPW Vehicles

ARTICLE 23. To see if the Town will vote to raise by taxation, borrowing, or transfer from available funds or by any combination and appropriate the sum of \$300,000 for the purpose of purchasing Public Works vehicles, or to take any other action related thereto.

On request of the Department of Public Works

Upon motion duly made and seconded it was VOTED that \$300,000 is appropriated to pay costs of purchasing various Public Works vehicles, and for the payment of all costs incidental and related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow such amount under and pursuant to Chapter 44, Section

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7(9) of the General Laws, or pursuant to any other enabling authority and to issue bonds and notes of the Town therefor.

VOTE: Declared more than a 2/3 Vote by the Moderator A 2/3 vote required

Finance Committee Report: Approval

Board of Selectmen Report: Approval

Town Bridge Evaluation & Repairs

ARTICLE 24. To see if the Town will vote to raise by taxation, borrowing, or transfer from available funds or by any combination and appropriate the sum of \$100,000 for the purpose of paying costs of bridge evaluation and repairs in the Town, or take any other action related thereto.

On request of the Department of Public Works

Upon motion duly made and seconded it was VOTED that \$100,000 is appropriated to pay costs of engineering services necessary to evaluate bridges in Town and to pay costs of bridge repairs, including the payment of any and all costs incidental and related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow such amount under and pursuant to Chapter 44, Section 7(4) of the General Laws, or pursuant to any other enabling authority and to issue bonds and notes of the Town therefor.

VOTE: Declared more than a 2/3 Vote by the Moderator A 2/3 vote required

Finance Committee Report: Approval

Board of Selectmen Report: Approval

Pearson Street Parking Lot

ARTICLE 25. To see if the Town will vote to raise by taxation, transfer from available funds, borrowing or by any combination and appropriate the sum of \$85,000 for the purpose of paying the costs of design and construction of a municipal parking lot at 16 and 18 Pearson Street, and for the payment of all other costs incidental and related thereto, or take any other action related thereto.

On request of the Department of Public Works

Upon motion duly made and seconded it was VOTED that \$85,000 is appropriated to pay costs of designing and constructing a municipal parking lot, including the payment of any and all costs incidental and related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow such amount under and pursuant to Chapter 44, Section 7(5) of the General Laws, or pursuant to any other enabling authority and to issue bonds and notes of the Town therefor.

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VOTE: Declared more than a 2/3 Vote by the Moderator A 2/3 vote required

Finance Committee Report: Approval
Board of Selectmen Report: Approval

High Plain Road at Fish Brook Design and Engineering

ARTICLE 26. To see if the Town will vote to raise by taxation, borrowing, or transfer from available funds or by any combination and appropriate the sum of \$75,000 for the purpose of paying design and engineering costs for drainage improvements on High Plain Road at Fish Brook, and for the payment of all other costs incidental and related thereto, or take any other action related thereto

On request of the Department of Public Works

Upon motion duly made and seconded it was VOTED that \$75,000 is appropriated to pay costs of design and engineering costs for making drainage improvements on High Plain Road at Fish Brook, including the payment of any and all costs incidental and related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow such amount under and pursuant to Chapter 44, Section 7(22) of the General Laws, or pursuant to any other enabling authority and to issue bonds and notes of the Town therefor.

VOTE: Declared more than a 2/3 Vote by the Moderator A 2/3 vote required

Finance Committee Report: Approval
Board of Selectmen Report: Approval

Jerry Silverman Fireworks

ARTICLE 27. To see if the Town will provide funding in the amount of \$12,000 for the Jerry Silverman Fireworks Program as part of the Fourth of July festivities from available funds, or take any other action related thereto.

On request of the Town Manager

Upon motion duly made and seconded it was VOTED by a Majority vote to transfer from Free Cash and appropriate the sum of \$12,000 for the Jerry Silverman Fireworks Program as part of the Fourth of July festivities.

Finance Committee Report: Approval
Board of Selectmen Report: Approval

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Elderly/Disabled Transportation Program

ARTICLE 28. To see if the Town will vote to appropriate and raise by taxation a sum not to exceed \$12,000 for the purpose of continuing to provide for an elderly and disabled transportation subsidy program, or take any other action related thereto.

On request of the Council on Aging

Upon motion duly made and seconded it was VOTED by a Majority vote to appropriate and raise by taxation the sum of \$12,000 for the purpose of continuing to provide for an elderly and disabled transportation subsidy program.

Finance Committee Report: Approval

Board of Selectmen Report: Approval

Insurance Recovery Transfer

ARTICLE 29. To see if the Town will vote to transfer a sum of money from the Insurance Proceeds in Excess of \$20,000 Account and appropriate it to the Municipal Building/Insurance Fund, said sum being the amount received for insurance reimbursement, or take any other action related thereto.

On request of the Finance Director

Upon motion made and duly seconded it was voted by a Majority vote that Article 29 be WITHDRAWN from the Warrant.

Funding OPEB Trust Fund

ARTICLE 30. To see what amount the Town will vote to transfer from Free Cash, Water Reserves, Sewer Reserves or available funds and appropriate to the Other Post Employment Benefit Trust Fund established under the provisions of Chapter 479 of the Acts of 2008, or take any other action related thereto.

On request of the Finance Director

Upon motion made and duly seconded it was VOTED by a Majority vote to transfer the sum of \$100,000 from Water Reserves and the sum of \$300,000 from Free Cash and appropriate the sum of \$400,000 to the Other Post Employment Benefit Trust Fund established under the provisions of Chapter 479 of the Acts of 2008 as approved under Article 20 of the 2010 Annual Town Meeting.

Finance Committee Report: Approval

Board of Selectmen Report: Approval

ANNUAL TOWN MEETING – APRIL 27, 28, 2011

Zoning By-law Amendment – Off-Street Parking Requirements

ARTICLE 31. To see if the Town will vote to amend Article VIII, the Zoning By-law, Appendix A, Table 3 Section 5.1.4. Table of Off-Street Parking Requirements by deleting the following text:

C. Business and Commercial Uses	
3. Personal service establishment	General Business District: one parking space per 250 square feet of gross floor area on street level floor; one parking space per 350 square feet of gross floor area on other floors; and one parking space for each 600 square feet of gross floor area in basement level floors. Other Districts: one parking space per 250 square feet of gross floor area.
6. Establishment for the retail sale of merchandise	General Business District: one parking space per 250 square feet of gross floor area on street level floor; one parking space per 350 square feet of gross floor area on other floors; and one parking space for each 600 square feet of gross floor area in basement level floors. Other Districts: one parking space per 250 square feet of gross floor area
7. Convenience store	General Business District: one parking space per 250 square feet of gross floor area on street level floor; one parking space per 350 square feet of gross floor area on other floors; and one parking space for each 600 square feet of gross floor area in basement level floors. Other Districts: one parking space per 250 square feet of gross floor area.
12. Restaurants:	--
a. Restaurant, sit-down	One parking space for each two seats, plus 1.5 parking spaces for each 2 employees
b. Restaurant, fast-food	One parking space for each 200 square feet of gross floor area
15. Business, professional or administrative office	One parking space for each 300 square feet of gross floor area.

and replacing it with:

C. Business and Commercial Uses	
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3. Personal service establishment	General Business District and Mixed Use District: one parking space per 500 square feet of gross floor area on street level floor; one parking space per 600 square feet of gross floor area on other floors, including the basement level floors. Other Districts: one parking space per 250 square feet of gross floor area.
6. Establishment for the retail sale of merchandise	General Business District and Mixed Use District: one parking space per 600 square feet of gross floor area Other Districts: one parking space per 250 square feet of gross floor area
7. Convenience store	General Business District and Mixed Use District: one parking space per 500 square feet of gross floor area on street level floor; one parking space per 350 square feet of gross floor area on other floors; and one parking space for each 600 square feet of gross floor area in basement level floors. Other Districts: one parking space per 250 square feet of gross floor area.
12. Restaurants:	
a. Restaurant, sit-down	General Business District and Mixed Use District: one parking space per 500 square feet of gross floor area plus 1 parking space per 2 employees. Other Districts: One parking space for each two seats, plus 1.5 parking spaces for each 2 employees
b. Restaurant, fast-food	General Business District and Mixed Use District: one parking space per 500 square feet of gross floor area plus 1 parking space per 2 employees. Other Districts: One parking space for each 200 square feet of gross floor area
15. Business, professional or administrative office	General Business District: one parking space per 300 square feet of gross floor area on street level floor; one parking space per 500 square feet of gross floor area on other floors including the basement level floors. All other districts: One parking space for each 300 square feet of gross floor area.

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And further that non-substantive changes to the numbering of this by-law be permitted in order that it be in compliance with the numbering format of the Andover Code of By-laws, or take any other action related thereto.

On request of the Planning Board

It was duly moved and seconded to approve the Zoning By-law Amendment – Off-Street Parking Requirements as printed in Article 31 of the Warrant, and further that non-substantive changes to the numbering of this by-law be permitted in order that it be in compliance with the numbering format of the Andover Code of By-laws.

It was duly moved and seconded to amend the main motion as follows:

“Amend Article 31 by restricting its applicability to existing and new buildings for which the gross floor area on street level floor is at least ninety percent of the gross floor area on any other floor.

For buildings for which the gross floor area on street level floor is less than ninety percent of the gross floor area on any other floor, the current parking space requirements shall continue to apply.”

The Moderator called for a vote on the motion to amend the main motion. The Moderator declared the motion to amend was defeated for lack of a majority vote in favor of the motion to amend.

The Moderator thereafter took up the main motion as originally moved. The Moderator declared the main motion passed by a more than 2/3 vote.

VOTE: Declared more than a 2/3 Vote by the Moderator A 2/3 vote required

Board of Selectmen Report: Approval

Planning Board Report: Approval

At 10:16 PM on Motion of Town Counsel Thomas J. Urbelis, duly made and seconded, it was VOTED by a Majority vote to adjourn the meeting to April 28, 2011 at the same hour and place.

ANNUAL TOWN MEETING - SECOND SESSION – APRIL 28, 2011

The check lists were used at the entrance and four hundred and one (401) voters admitted to the meeting on the second night of the meeting.

Sheila M. Doherty, Moderator, called the meeting to order at 7:00 P.M.

Upon majority consent it was VOTED to admit non-voters to the meeting and escort non-voters to the non-voting section thereafter. Forty five (45) non-voters were admitted to the meeting during the second night of the meeting.

ANNUAL TOWN MEETING – APRIL 27, 28, 2011

Board of Selectmen Chairman Alex J. Vispoli, recognized the following:

Anthony Torrisi, Finance Director: Mr. Vispoli announced Mr. Torrisi's planned retirement in July and recognized his many years of exceptional service to the Town of Andover.

Former Selectman Jerry Stabile for his dedicated service on the Board of Selectmen. Mr. Stabile was unable to be present. His brother, Fire Lt. Robert Stabile accepted a token of appreciation in his place.

Former Selectman John P. Hess for his many years as a member of the Board of Selectman and his willingness to step forward and accept an appointed position on the Board to replace Mr. Stabile until the 2011 annual town election. Mr. Vispoli presented Mr. Hess with a token of appreciation.

Mr. Vispoli was then joined by School Committee Chair Dennis F. Forgue. Mr. Vispoli and Mr. Forgue presented the Virginia Cole Community Service Award to Robert (Bob) French for his many years of service and contributions to youth basketball in the Town of Andover.

The Moderator called for a moment of silence for the mid-west tornado victims.

The Moderator reminded members of the meeting about the time limits voted at the beginning of day 1 of the meeting, to limit presenters of articles to five minutes of speaking time and speakers to three minutes.

The Moderator outlined the Rules and Procedures of Town meeting to the Members, including that voters must be seated to be counted and must have their voter stickers visible and the use of Pro and Con microphones during the meeting.

The Moderator then took up the Warrant:

Street Acceptance

ARTICLE 32. To see if the Town will vote to accept and name as a public way any or all of the following street: Winterberry Lane:

Winterberry Lane, as shown on a plan approved by the Andover Planning Board entitled "SUBDIVISION PLAN OF LAND IN ANDOVER, MASS. ENTITLED WINTERBERRY LANE", dated September 17, 2008 (revised) and recorded in the Essex North District Registry of Deeds as Plan Number 16023, or take any other action related thereto.

On request of the Board of Selectmen

Upon motion duly made and seconded it was VOTED by a Majority vote to accept and name as a public way any or all of the following street: Winterberry Lane:

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Winterberry Lane, as shown on a plan approved by the Andover Planning Board entitled “SUBDIVISION PLAN OF LAND IN ANDOVER, MASS. ENTITLED WINTERBERRY LANE”, dated September 17, 2008 (revised) and recorded in the Essex North District Registry of Deeds as Plan Number 16023.

Board of Selectmen Report: Approval

Planning Board Report: Approval

Storm Drain Improvements

ARTICLE 33. To see if the Town will vote to raise by taxation, borrowing, or transfer from available funds or by any combination and appropriate the sum of \$300,000 for the purpose of constructing and reconstructing surface drains and the payment of any and all other costs incidental and related thereto, or take any other action related thereto.

On request of Department of Public Works

Upon motion duly made and seconded it was VOTED that \$300,000 is appropriated to pay costs of constructing and reconstructing surface drains, including the payment of any and all costs incidental and related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow such amount under and pursuant to Chapter 44, Section 7(1) of the General Laws, or pursuant to any other enabling authority and to issue bonds and notes of the Town therefor.

VOTE: On a standing vote count the Moderator declared the motion passed with 170 in favor to 72 opposed, a 2/3 vote being required for passage.

Finance Committee Report: Approval

Board of Selectmen Report: Approval

Town Building Maintenance and Renovation

ARTICLE 34. To see if the Town will vote to raise by taxation, borrowing, or transfer from available funds or by any combination and appropriate the sum of \$500,000 for the purpose of paying costs of constructing, adding to, remodeling, reconstructing and making extraordinary repairs to and equipping various Town buildings and roofs and for the payment of all other costs incidental and related, or to take any other action related thereto.

On request of the Acting Director of Plant and Facilities

Upon motion made and duly seconded it was VOTED that \$500,000 is appropriated to pay costs of constructing, adding to, remodeling, reconstructing and making extraordinary repairs to and equipping various Town buildings and roofs, including the payment of any and all costs incidental and related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow such amount under and pursuant to

ANNUAL TOWN MEETING – APRIL 27, 28, 2011

Chapter 44, Section 7(3A) of the General Laws, or pursuant to any other enabling authority and to issue bonds and notes of the Town therefor.

VOTE: Declared more than a 2/3 Vote by the Moderator A 2/3 vote required

Finance Committee Report: Approval

Board of Selectmen Report: Approval

Zoning By-law Amendment – Dimensional Special Permit/Historic Preservation

ARTICLE 35. To see if the Town will vote to amend the Zoning By-law, Article VIII, Section 7.9.6., Dimensional Special Permit Historic Preservation by deleting the text in the following subsections:

“5. The owner shall record at the Essex North District Registry of Deeds an historic preservation restriction in the form approved by the Zoning Board of Appeals, and approved and endorsed by the Massachusetts Historical Commission, in accordance with Chapter 184, Section 32, of the General Laws, which shall at a minimum provide for conditions under which alterations, additions or modifications may be made, and in the event of damage to the historic structure such that the historic structure cannot be repaired, the owner may rebuild on the lot, provided that the new dwelling does not contain more than the same interior floor area as the historic structure and meets one of the following requirements: (i) the new dwelling is placed in the existing footprint; or (ii) the new dwelling is built in conformity with the zoning side, front and rear setbacks in effect at the time of rebuilding. Any mortgagee shall subordinate its mortgage to this restriction.

6. When the decision of the Board of Appeals on the application for a dimensional special permit for historic preservation has become final, the applicant shall submit the plan upon which the decision is based to the Planning Board for certification as an approval not required plan pursuant to Chapter 81, Section 41P, of the General Laws. The notice of decision of the Board of Appeals, the approved and endorsed historic preservation restriction with any required mortgagee subordination, and the approval not required plan certified by the Planning Board shall be recorded concurrently at the Essex North District Registry of Deeds.”

and replacing it with:

“5. The owner shall record at the Essex North District Registry of Deeds an historic preservation restriction either in a form approved by the Zoning Board of Appeals, and approved and endorsed by the Massachusetts Historical Commission in accordance with Chapter 184, Section 32, of the General Laws, or in a form approved by the Zoning Board of Appeals, the Andover Preservation Commission and approved and endorsed by the Board of Selectmen, which shall, at a minimum, provide for conditions under which alterations, additions or modifications may be made, and in the event of damage to the historic structure such that the historic structure cannot be repaired, the owner may rebuild on the lot, provided that the new dwelling does not contain more than the same interior floor area as the historic structure and meets one of the following requirements: (i) the new dwelling is placed in the existing footprint; or (ii) the new dwelling is

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built in conformity with the zoning side, front and rear setbacks in effect at the time of rebuilding. Any mortgagee shall subordinate its mortgage to this restriction.

6. When the decision of the Board of Appeals on the application for a dimensional special permit for historic preservation has become final, the applicant shall submit the plan upon which the decision is based to the Planning Board for certification as an approval not required plan pursuant to Chapter 81, Section 41P, of the General Laws. The notice of decision of the Board of Appeals, the approved historic preservation restriction with any required mortgagee subordination, and the approval not required plan certified by the Planning Board shall be recorded concurrently at the Essex North District Registry of Deeds.”

And further that non-substantive changes to the numbering of this by-law be permitted in order that it be in compliance with the numbering format of the Andover Code of By-laws, or take any other action related thereto.

On request of the Preservation Commission

It was moved and seconded to approve the Zoning By-law Amendment – Dimensional Special Permit/Historic Preservation as printed in Article 35 of the Warrant, and further that non-substantive changes to the numbering of this by-law be permitted in order that it be in compliance with the numbering format of the Andover Code of By-laws.

VOTE: On a standing vote count the Moderator Declared the motion was DEFEATED by a vote of 187 in favor to 151 opposed, a 2/3 vote being required for passage.

Board of Selectmen Report: Approval
Planning Board Report: Approval

Balmoral Fence & Masonry Repairs

ARTICLE 36. To see if the Town will vote to raise by taxation, transfer from available funds, borrowing or by any combination and appropriate the sum of \$125,000 for the purpose of paying costs of the Balmoral fence and masonry repairs, and for the payment of all other costs incidental and related thereto, or take any other action related thereto.

On request of the Acting Plant and Facilities Director

Upon motion made and duly seconded it was VOTED by a Majority vote that Article 36 be WITHDRAWN from the Warrant.

Parking Meter Replacement

ARTICLE 37. To see if the Town will vote to transfer the sum of \$90,000 from the Off-Street Parking Meter reserve account and appropriate the sum of \$90,000 for the purpose of installing

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and/or replacing parking meters including costs incidental and related thereto, or take any other action related thereto.

On request of the Police Chief

Upon motion made and duly seconded it was VOTED by a Majority vote that Article 37 be WITHDRAWN from the Warrant.

Spring Grove Cemetery Maintenance

ARTICLE 38. To see if the Town will vote to transfer the sum of \$45,000 from the Spring Grove Cemetery Perpetual Care reserve account and appropriate the sum of \$45,000 for the purpose of cemetery maintenance including costs incidental and related thereto, or take any other action related thereto.

On request of the Acting Plant and Facilities Director

On motion duly made and seconded it was VOTED by a Majority vote to transfer the sum of \$31,000 from the Spring Grove Cemetery Perpetual Care reserve account and appropriate the sum of \$31,000 for the purpose of maintenance and roadway projects at Spring Grove Cemetery including costs incidental and related thereto.

Finance Committee Report: Approval

Board of Selectmen Report: Approval

Zoning By-law Amendment – Open Space Residential Design (OSRD) Special Permit

ARTICLE 39. To see if the Town will vote to amend Article VIII, the Zoning By-law, by adding a new Section 7.7 to read as follows:

7.7 OPEN SPACE RESIDENTIAL DESIGN (OSRD) SPECIAL PERMIT

7.7.1 The Planning Board may grant a special permit to authorize the development and construction of an Open Space Residential Design (OSRD).

7.7.2 PURPOSE AND INTENT

The Purpose of this bylaw is:

1. To allow for greater flexibility and creativity in the design of residential developments;
2. To encourage the permanent preservation of open space, agricultural land, forestry land, wildlife habitat, other natural resources including aquifers, waterbodies and wetlands and significant archaeological natural features in a manner that is consistent with Andover's Master Plan;

3. To encourage a more efficient form of development that minimizes site disturbance, decreases the economic burden to the Town, consumes less open land and promotes conformity to existing topography and natural features ;
4. To further the goals and policies of the Town of Andover's Master Plan;
5. To conserve open space, scenic areas, views, streams, recreational opportunities and other community assets;
6. To promote efficiency and economy of street and utility layout; to lessen storm run-off, erosion and sedimentation normally associated with more conventional patterns of residential development; and to retain natural drainage courses and wetlands;

7.7.3 ELIGIBILITY

1. To be eligible for consideration as an OSRD:
 - a. The parcel(s) shall be located in the Residential Districts: SRB and SRC
 - b. The minimum parcel(s) area shall be five (5) acres.
2. Housing Types
 - a. Housing Units shall be Single Family detached units.
 - b. No common wall or multi- family structures shall be allowed.

7.7.4 DIMENSIONAL REQUIREMENTS

1. Frontage
 - a. The minimum frontage of any individual lot shall be one hundred feet measured at the street line.
2. Lot Area
 - a. All lots on an existing town or public way or lots abutting proposed major street of the development shall conform to the frontage and area requirements of the zoning district in which the development lies.
 - b. The lots located within the OSRD in no case shall have less than two-thirds (2/3) of the required lot size for the zoning district in which the development is located and shall meet the setback requirements of the district.

7.7.5 OPEN SPACE REQUIREMENTS:

1. A minimum of thirty percent (30%) of the development parcel(s) shall be Open Space.
2. No more than fifty percent (50%) of the designated open space may be comprised of wetlands.
3. Wastewater and stormwater management systems serving the OSRD may be located within the open space.
4. Ownership of Open Space. The Open Space land shall either be conveyed to the Town of Andover Conservation Commission or be conveyed to a non-profit organization, the principal

purpose of which is the conservation of open space. In any case, where such land is not conveyed to the Town of Andover Conservation Commission, a restriction enforceable by the Town shall be recorded providing that such land shall be kept in its open and natural state and not built upon for residential use or developed for an accessory use except as provided for herein, such as wastewater and stormwater management systems serving the OSRD. In order to insure that the corporation, non-profit organization or trust will properly maintain the unsubdivided land or open space, an instrument(s) shall be recorded at the Essex North Registry of Deeds.

7.7.6 APPLICATION PROCESS

1. Preliminary Review

It is recommended that the applicant request a pre-application review at a regular business meeting of the Planning Board.

The purpose of a pre-application review is to introduce the proposed OSRD conceptually to the Planning Board at the earliest possible stage in the development, thereby minimizing the applicant's need for costly plan revisions. At the pre-application review, the applicant may outline the proposed OSRD, seek preliminary feedback from the Planning Board and/or its technical experts, and set a timetable for submittal of a formal application.

7.7.7 PROCEDURES

1. Application

An application for a Special Permit for an OSRD shall include a Sketch Plan and Narrative, Yield Plan and an application for a Definitive Subdivision in accordance with the Rules and Regulations Governing the Subdivision of Land.

a. Sketch Plan and Narrative.

The Sketch Plan and Narrative shall be prepared by a multidisciplinary team of which members must include a certified Landscape Architect and a certified Civil Engineer, and shall show the following:

General features of the land;

Configurations of the lots, including locations and sizes (footprints) of the houses;

Examples and elevations of the home types;

Open space, and roadways;

A description of the neighborhood in which the parcel lies, including utilities and other public facilities and the local ecosystem, along with the impact of the proposed plan upon them; and

The information listed under the Definitive Subdivision requirements of the Rules and Regulations Governing the Subdivision of Land.

b. Yield Plan

The Basic Maximum Number of lots allowed in an OSRD development shall be derived from a Yield Plan. The Yield Plan shall show the maximum number of lots (or dwelling

units) that could be placed upon the site under a conventional subdivision. The Yield Plan shall include the following:

Boundaries, North Point, locus plan, date, scale, legend, names of the record owner and applicant, existing and proposed lines of streets, ways, easements and any public areas, proposed system of drainage, including adjacent existing natural waterways, boundary lines of lots with areas and dimensions, contours of the land, vegetation, rock outcropping, wetlands, streams, drainage channels, stone walls and man-made structures.

The proponent shall have the burden of proving to the Board's satisfaction the Basic Maximum Number of lots (or dwelling units) resulting from the design and engineering specifications shown on the Yield Plan. In no case shall the total number of proposed lots exceed the number of lots which could be constructed under a conventional subdivision plan.

7.7.8 DESIGN STANDARDS

1. At the time of the application for a Special Permit for OSRD applicants are required to demonstrate to the Planning Board that the following Design Process was performed by a certified Landscape Architect and considered in determining the layout of proposed streets, house lots, and open space.

a. Step One: Identifying Sensitive Areas.

1. Wetland Areas: all land subject to regulation under applicable State, Federal or Municipal law such as wetlands, riverfront areas, and floodplains.

2. Environmentally Sensitive Areas (including unprotected elements of the natural landscape such as steep slopes, mature woodlands, prime farmland, meadows, wildlife habitats and cultural features such as historic and archeological sites and scenic views) shall be identified and delineated. The Potentially Developable Area will be identified and delineated. the Potentially Developable Area shall consist of land outside identified Sensitive Areas.

b. Step Two: Locating House Sites.

Locate the approximate sites of individual houses within the Potentially Developable Area and include the delineation of private yards and shared amenities, so as to reflect an integrated community,

c. Step Three: Aligning the Streets.

Align streets and driveways in order to access the house lots.

d. Step Four: Lot Lines.

Establish lot lines for each of the individual parcels and open space.

7.7.9 PUBLIC HEARING

After the opportunity for review by other boards has taken place, the Planning Board shall hold a hearing under this section, in conformity with the provisions of G.L. Chapter 40A, S9 and of the zoning bylaw and regulations of the Planning Board.

7.7.10 DECISION OF THE PLANNING BOARD

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The Planning Board may grant a special permit for a OSRD if it determines that the design of the proposed OSRD meets the intent of section 7.1.2 and section 9.4 of this bylaw. In making this determination, the Board shall consider the recommendations obtained from other municipal Boards and Departments, as well as the following

1. Whether the OSRD achieves greater flexibility and creativity in the design of residential developments than a conventional plan;
2. Whether the OSRD promotes permanent preservation of open space, agricultural land forestry land, other natural resources including waterbodies and wetlands,
3. Whether the OSRD promotes a less sprawling and more efficient form of development that consumes less open land and better conforms to existing topography and natural features than a conventional subdivision;
4. Whether the OSRD will require less disturbance on the site than a conventional plan;
5. Whether the OSRD complies with the goals and policies of the open space/ master plan.
6. Whether the OSRD facilitates the construction and maintenance of streets, utilities, and public service in an economical and efficient manner.
7. Whether the OSRD and its supporting narrative documentation complies with all sections of this zoning bylaw.
8. Whether the granting of such a permit would be detrimental to the health, safety or welfare of the neighborhood or Town or inconsistent with the intent of the OSRD bylaw.

and further that non-substantive changes to the numbering of this by-law be permitted in order that it be in compliance with the numbering format of the Andover Code of By-laws, or take any other action related thereto.

On request of the Planning Board

It was moved and seconded to approve the Zoning By-law Amendment – Open Space Residential Design (OSRD) Special Permit as printed in Article 39 of the Warrant, and further that non-substantive changes to the numbering of this by-law be permitted in order that it be in compliance with the numbering format of the Andover Code of By-laws.

VOTE: On a standing vote count the Moderator declared the motion was DEFEATED on a vote of 114 in favor to 176 opposed, a 2/3 vote being required for passage.

Board of Selectmen Report: Approval

Planning Board Report: Approval

Conservation Commission Report: Approval

Zoning Bylaw Amendment – River Road Business Overlay District (P)

ARTICLE 40. To see if the Town will vote to amend Article VIII, the Zoning Bylaw, by (a) amending Section 2.2. Overlay Districts by adding “River Road Business Overlay District” at the end of Section 2.2; and (b) by amending Section 8.0 Special District Regulations of the Zoning Bylaw by adding the following new section “River Road Business Overlay District (RRBOD)” and Appendix A, map of the River Road Business Overlay District. The River Road Business Overlay District is an overlay district in the vicinity of River Road, Old River Road, and Campanelli as shown on a plan entitled “River Road Business Overlay District, as prepared by Cube 3 dated January 27, 2011” attached hereto as Appendix A. This map is hereby made a part of the Zoning By-Law and is on file in the Office of the Town Clerk.

“SECTION 8.7: RIVER ROAD BUSINESS OVERLAY DISTRICT (RRBOD)”

8.7.1 Purpose. It is the purpose of this Section to establish a River Road Business Overlay District (RRBOD) to encourage and authorize service-focused development along River Road adjacent and to the east of Route 93. This service-focused and mixed-use development in the district will be created by means of authorizing and combining a variety of building types and uses with conditions and safeguards to prevent detrimental effects and impacts upon neighboring land uses and upon the Town of Andover generally so as to provide currently non-existent conveniences and services to the underserved residents, business community, and commuters; to promote economic development; and increase the production of appropriately scaled and designed retail, mixed use, and multifamily development.

Other objectives of this Section are to:

1. To promote retail, and mixed use development that includes creation of the needed services to support the surrounding business and residents and to meet existing and anticipated area housing needs that will advance a ‘live-work’ scenario;
2. Promote the public health, safety, and welfare by residents, company employees and commuters to reduce travel time between needed amenities and home and work
3. To encourage principals of smart growth within the district. Some principals include:
 - Proximity to existing development and infrastructure
 - Mix and balance of uses
 - Site optimization and compactness
 - Accessibility and mobility choices
 - Community context and site design
 - Establishment of pedestrian connections to open space
 - Diversity
 - Re-use and re-development options
 - Process collaboration and predictability of decisions

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4. Establish requirements, standards, and guidelines, and ensure predictable, fair and cost-effective development;
5. Establish development standards to allow high quality design and creative site planning;

8.7.2 Definitions. For purposes of this Section, the following definitions shall apply. All capitalized terms shall be defined in accordance with the definitions established under Section 10.0 or this Section 8.7.

Applicant: The individual or entity that submits a Project for Plan Approval.

As-of-right Project or Project: means a Retail, Office, Multifamily or Mixed Use development allowed hereunder without recourse to a special permit, variance, zoning amendment, or other form of zoning relief.

Design Standards: Standards adopted to assure the architectural qualities and appropriate density and scale of all Projects. See Section 8.7.9.

Dwelling Unit: One (1) or more rooms with cooking, living, sanitary and sleeping facilities arranged for the use of one (1) or more persons living together as a single housekeeping unit.

Mixed Use: Any Project containing a residential use and one (1) or more non-residential use(s), the same being permitted pursuant to Section 8.7.4.

Multifamily Dwelling: Dwelling containing four or more dwelling units.

Plan Approval: Standards and criteria which a Project in the RRBOD must meet under the procedures established herein and in the Enabling Laws.

Plan Approval Authority (PAA): For purposes of reviewing Project applications and issuing decisions on Projects within the RRBOD, the Plan Approval Authority (PAA), shall be the Planning Board. The PAA is authorized to approve a site plan to implement a Project.

Plan Review: The review procedure established by this Section 8.7 and administered by the Plan Approval Authority. As-of-right Principal and Accessory uses and Projects shall be subject to Plan Approval under this Section 8.7.

Site Plan: A plan depicting a proposed Project for all or a portion of the RRBOD and which is submitted to the Plan Approval Authority for its review and approval in accordance with provisions of this Bylaw.

Supermarket: a commercial retail establishment whose principal purpose is to sell a variety of day-to-day domestic, household or personal consumption provisions and packaged goods, including, but not limited to, the sale of all or one of the following items: household goods, meat or food products (prepared, raw, packaged and unpackaged) of all types, bakery goods,

newspapers, printed materials, periodicals, pharmaceuticals, dairy products and beverages of every variety (including alcoholic beverages if properly licensed to do so) and all other products found in a typical large scale grocery store suitable for a family's entire shopping needs.

Zoning By-law: The Zoning By-law of the Town of Andover applicable to the geographic area in which the RRBOD is located as said By-law may from time to time be amended.

8.7.3 Overlay District. The RRBOD is an overlay district having a land area of approximately 75 acres, in the vicinity of River Road, Old River Road, and Campanelli as shown on a plan entitled "River Road Business Overlay District, as prepared by Cube 3 dated January 27, 2011 that is superimposed over the underlying zoning districts, as shown on Appendix A, attached hereto. This map is hereby made a part of the Zoning By-Law and is on file in the Office of the Town Clerk.

1. *Underlying Zoning.* The RRBOD is an overlay district superimposed on all underlying zoning districts. The Zoning By-law governing the underlying zoning district(s) shall remain in full force and effect except for Projects undergoing development pursuant to this Section 8.7. Within the boundaries of the RRBOD a developer may elect to develop a project in accordance with the Overlay District Zoning, or to develop a project in accordance with the requirements of the regulations for use, dimension and all other provisions of the Zoning By-law governing the underlying zoning district(s).

2. *Applicability of RRBOD.* An applicant seeking to develop property with the RRBOD may seek Plan Approval in accordance with the requirements of this Section 8.7. In such case, then notwithstanding anything to the contrary in this Zoning By-Law, such Plan Approval shall not be subject to any other provisions of this Zoning By-Law, including limitations upon the issuance of building permits for residential uses related to a rate of development or phased growth limitation or to a local moratorium on the issuance of such permits, or to building permit or dwelling unit limitations. When a building permit is issued for any Project approved in accordance with this Section 8.7, the provisions of the underlying zoning district(s) shall no longer be applicable to the land shown on the site plan which was submitted pursuant to Section 8.7 for such Project.

8.7.4 Permitted Uses

1. *Principal Uses.* The following uses are permitted as of right in the RRBOD. All other uses are prohibited:

- a. Retail;
- b. Mixed Use, which may contain a residential component;
- c. Municipal facilities;
- d. Multifamily Dwelling;
- e. Structured Parking Facilities;
- f. Nonresidential uses, whether within a Mixed Use Project or not, in accordance with the following "Table of Non-residential Uses":

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Use	Permissions
<u>Institutional Uses</u>	
1. Philanthropic or charitable institution	BA
<u>Business and Commercial Uses</u>	
1. Private club not conducted for profit	Y
2. Personal service establishment	Y
3. Banking establishment	Y
4. Retail sales establishment	Y
5. Convenience store	Y
6. Non-exempt educational use	Y
7. Medical center or clinic	Y
8. Self-service laundry or dry-cleaning operation	Y
9. Restaurants	
a. Restaurant, sit down	Y
b. Restaurant, fast food	Y
10. Shop for custom work involving the manufacture of articles to be sold on the premises	Y
11. Indoor commercial recreation establishment	Y
12. Business, professional or administrative office	Y
13. Motel or hotel (see Section 4.1.5.1 of the Zoning By-Law)	Y
14. Commercial parking lot or garage	Y
15. Major non-residential project (see Sections 9.4 and 10.0 of the Zoning By-Law)	Y
16. Supermarket	Y

Nonresidential use of any building, structure or land within the RRBOD is prohibited except as permitted above. For the purposes of the “Table of Non-residential Uses,” the letter “Y” shall designate that a use requires Plan Approval, the letters “BA” shall designate that the use requires a special permit from the Board of Appeals and the letters “PB” shall designate that the use requires a special permit from the Planning Board.

2. *Accessory Uses.* Uses which are subordinate to, clearly incidental to, customary in connection with, and located in the same structure a Permitted Principal Use and which does not, in effect, constitute conversion of the Permitted Principal Use to a use not otherwise permitted in the RRBOD shall be permitted as of right.

8.7.5 Density.

1. *Residential.* Residential unit count permissible in the RRBOD is capped at 225 Dwelling Units.

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2. *Nonresidential*. The total amount of nonresidential development in the RRBOD shall be capped at 500,000 square feet of Gross Floor Area, excluding any Municipal Structures and Structured Parking Facility(ies).
3. *Nonresidential - Retail*. No individual retail establishment shall exceed 50,000 square feet of Gross Floor Area without specific approval of the PAA.
4. *Multiple Buildings*. In the RRBOD more than one building may be erected on a single lot.

8.7.6 Dimensional Regulations.

1. Building Setback.
 - a. Buildings on the South side of River Road with a commercial use on the first floor shall be located directly at the 30'-0" front yard setback line. Sidewalk & Hardscape areas shall create direct pedestrian connections between the back of sidewalk and building edge. These will be primarily pedestrian zones and vehicles are excluded other than as required to provide access to the rear parking areas. A 20' 0" side yard setback shall apply, but no rear yard setback shall be required.
 - b. Buildings on the North side of River Road shall conform to a 30'-0" front yard setback.
 - c. Buildings to the east of Campanelli Drive shall conform to a 20'-0" side yard setback along the easterly boundary of the RRBOD.
 - d. No additional restrictions shall apply to front, side, and rear yard setbacks in the District.
2. Height. Building heights shall conform to and be measured according to the standards of the Andover Zoning Bylaws, with the following exceptions:
 - a. On the North side of River Road, the maximum allowed heights of all buildings in the district shall be 35 feet or 3 floors, whichever is less, above the adjacent public street within a distance of 90 feet back from the property line.
 - b. After 90 feet back from the property line on River Road and to the East of Campanelli Drive, the maximum allowed height shall be the maximum of 50 feet or 4 stories, whichever is less.
 - c. After 30 feet back from the property line on River Road and to the West of Campanelli Drive, the maximum allowed height shall be the maximum of 50 feet or 4 stories, whichever is less.
 - d. On the South side of River Road, the maximum allowed heights of all buildings in the district shall be 30 feet or 2 floors, whichever is less, above the adjacent public street.

e. When a building façade extends more than 100 feet across a grade that changes 10 feet or more in elevation, the maximum height shall be determined from the average grade across each 100 foot increment.

f. No additional restrictions shall apply to buildings fronting on Campanelli Drive, Old River Road, or to any new roads created within the district.

g. The height of any building in the Proposed Overlay District shall be the vertical distance measured from the average finished grade adjacent to said building (exclusive of basements) and the ceiling of the upper-most occupied space in the building in the case of flat roofs and in the case of buildings with pitched roofs, at the point at which the ceiling intersects the exterior portion of the buildings. The calculation of building height shall not apply to roof tanks and their supports, ventilating, air conditioning and similar service equipment, chimneys, railings, and other similar features of buildings which are in no way designed for occupancy or use nor to the portion of a pitched roof above the intersection of the ceiling of the upper-most occupied space in the building.

3. *Coverage.* Maximum coverage in the Proposed Overlay District shall be 75% measured as to the total area of Developable Acres in the Proposed Overlay District.

4. *Parcel Size.* The minimum parcel size required for a Development Project shall be one half (1/2) acres.

8.7.7 Performance Standards

1. *Driveways.* The number of curb cuts on state roads and River Road shall be minimized.

2. *Interior Design.* Projects shall assure safe interior circulation within its site by allowing for the separation of pedestrian, bicycle and motor vehicle traffic.

3. *Noise.* Any Project in the RRBOD shall comply with 310 CMR 31.07, as may be amended.

8.7.8 Design Standards and Guidelines

1. *General.* In order to establish the RRBOD's architectural and site qualities, Projects shall comply with the Design Standards adopted by the PAA, except where a specific waiver is granted. The PAA may also adopt Design Guidelines which are intended to be applied flexibly as part of the Plan Approval process. The Design Standards and Guidelines may address the following features of the Project:

Architectural elements, including:

a. Building height;

b. Massing of buildings, building separation, building location and gateways to the RRBOD;

- c. Building façades;
- d. Storefront styles;
- e. Building materials and foundations;
- f. Doors and windows, primary entrances and secondary entrances;
- g. Awnings, canopies and marquees, if provided; and
- h. Signage.

Site elements, including:

- a. Lighting;
- b. Grading;
- c. Landscaping along roadways, foundations, and paved areas;
- d. Landscaped buffers and irrigation systems, if provided;
- e. Pedestrian and bicycle amenities, if provided;
- f. Sidewalks, pavement width and curb cuts;
- g. Utilities and service areas;
- h. Stormwater management;
- i. Design and construction;
- j. Surface parking and structured parking; and
- k. Project interconnection, where provided.

2. *Rules and Regulations.* The PAA may adopt, by majority vote, reasonable, Design Standards.

3. *Amendments.* Any amendment to the Design Standards or the PAA's rules and regulations imposing a mandatory design requirement must be objective and not subjective and may only address the scale and proportions of buildings, the alignment, width, and grade of streets and sidewalks, the type and location of infrastructure, the location of building and garage entrances, off street parking, the protection of significant natural site features, the location and design of on-site open spaces, exterior signs, and buffering in relation to adjacent properties. The Design Standards or the PAA's rules and regulations may be amended from time to time to contain graphics illustrating a particular standard, guideline or definition in order to make such standard, guideline or definition clear and understandable.

4. *Plan Approval.* An application for Plan Approval that has been submitted to the Town Clerk shall not be subject to any design standard or guideline that has not been approved by the PPA and filed with the Town Clerk.

8.7.9 Off-Street Parking and Loading Regulations.

1. *Off-Street Parking and Loading Requirements.* Any structure that is constructed, enlarged, or extended, or has a change of use which affects the computation of parking spaces, and any use of land established, or any existing use is changed, parking and loading spaces shall be meet the following requirements:

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Residential uses	1.5 space per unit
Nonresidential uses	3 spaces per 1,000 sq. ft. of gross floor area

2. *Allowance.* The PAA may make an allowance for up to 15% reduction with shared parking.

3. *Computation of Spaces.* When the computation of required parking or loading spaces results in the requirement of fractional space, any fraction over one-half shall require one space.

4. *Location of Loading Spaces.* Any loading spaces required shall in all cases be on the same lot as the use they are intended to serve. In no case shall the required loading spaces be part of the area used to satisfy the parking requirements of this by-law.

8.7.10 Application for Plan Approval

Except as otherwise provided in this Section 8.7, the application requirements and content for Plan Review and Plan Approval shall conform to Sections 9.5.3 and 9.5.4 of the Zoning Bylaw. The Plan Review process encompasses the following:

1. *Pre-Application.* Prior to the submittal of a Plan Approval submission, a “Concept Plan” may be submitted to help guide the development of the definitive site plan for the proposed Project buildout and individual elements thereof. Such Concept Plan should reflect the following:

- a. Overall building envelope areas;
- b. Areas which shall remain undeveloped;
- c. General site improvements, groupings of buildings, and proposed land uses.

The Concept Plan is intended to be used as a tool for both the Applicant and the PAA to ensure that the proposed Project design will be consistent with the Design Standards and the other requirements of the RRBOD.

2. *Application.* An application for Plan Approval shall be submitted to the PAA on the form provided by the PAA. An application shall show the proposed buildout of the entire Project, whether the Project will be phased or not.

3. *Required Submittals.* The application for Plan Approval shall be accompanied by the following plans and documents:

- a. Properly executed application form, a certified list of abutters and the costs of publication and notice to abutters of the public hearing on the application;
- b. A filing fee in an amount established by the PAA and incorporated into the rules and regulations of the PAA relative to the application requirements for Plan Review and Plan Approval to cover Town administrative costs.

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- c. List of any requested waivers from the requirements of this Section 8.7, as limited under Section 8.7.13, including a detailed explanation/justification of the reason for such request.
- d. A site plan, prepared by a registered professional architect, registered civil engineer or a professional landscape architect, drawn at a scale of one (1) inch equals forty (40) feet, containing the following information: (a) date; (b) North arrow; (c) name and address of the owner; (d) name and address of the designer; (e) locus plan; (f) lot lines and setbacks; (g) adjacent streets and ways; (h) owners and uses of abutting lots; (i) zoning district boundaries; (j) wetlands and wetlands buffers, as shown on maps entitled “Wetlands Areas of Andover, Massachusetts” available from the Conservation Commission; (k) all existing and proposed topography at two-foot intervals; (l) all test boring sites, keyed to accompanying documentation of results; (m) all existing and proposed buildings, structures, parking and loading areas (with dimensional notations), driveways, walkways, signs, fences and refuse collection areas; (n) all existing structures and/or pavement to be removed or demolished; (o) all utilities, including waterline locations, sewer line locations and profiles, and storm drainage systems; and (p) all areas designated as easements, conservation restriction areas or open space, if applicable, and any provision for pedestrian/bicycle accessways connecting to adjacent open space, neighborhoods, schools, recreation areas or transportation facilities and for alternative transit programs.
- e. A separate plan drawn at the same scale, showing landscaping and lighting details.
- f. Written statement detailing the size of the lot(s), the proposed use, parking calculations, building footprint coverage and calculations of volume of earth to be moved and removed.
- g. A transportation plan, consisting of the following information:
 - (i) A plan showing the proposed parking, loading, traffic and pedestrian circulation within the site; access and egress points; and other features related to traffic generated by the proposed use. A minimum of two access and egress points are required for each Project.
 - (ii) A traffic study, prepared by a qualified traffic engineer, detailing the expected traffic impacts. The required traffic study shall substantially conform to the Institute of Transportation Engineers’ “Traffic Access and Impact Studies for Site Development: A Recommended Practice,” latest edition. The PAA shall approve the geographic scope and content of the study. In addition, the Applicant shall submit a Transportation Demand Management (TDM) plan tailored to the specific uses and the geographic location of the site.
 - (iii) Proposed mitigation measures, if any, including vehicle trip reduction from the Project.

8.7.11 Procedures.

1. *Filing.* An Applicant for Plan Approval shall file the application and all required submittals with the Town Clerk for certification of the date and time of filing, and shall also file forthwith twelve (12) copies of the application and the other required submittals with the PAA including notice of the date of filing with the Town Clerk.

2. *Circulation to Other Boards.* Upon receipt of the Application, the PAA shall immediately provide a copy of the application materials to the Board of Selectmen, Zoning Board of Appeals, Board of Health, Conservation Commission, Fire Department, Police Department, Inspector of Buildings, Department of Public Works, and other municipal officers, agencies or boards designated by the PAA for comment, and any such board, agency or officer shall provide any written comments within 30 days of its receipt of a copy of the plan and application for approval.

3. *Hearing.* The PAA shall hold a public hearing for which notice has been given as provided in G.L. Chapter 40A, Section 11. The decision of the PAA shall be made, and a written notice of the decision filed with the Town Clerk, within 120 days of the receipt of the application by the Town Clerk. The required time limits for such action may be extended by written agreement between the Applicant and the PAA, with a copy of such agreement being filed in the office of the Town Clerk. Failure of the PAA to take action within said 120 days or extended time, if applicable, shall be deemed to be an approval of the application and site plan.

4. *Peer Review.* In addition to the application fee, the Applicant shall be required to pay for reasonable consulting fees to provide peer review of the Plan Approval application. The amount of the peer review fees and the method and time of payment thereof shall be established by the PAA and be incorporated in the rules and regulations adopted by the PAA relative to the application requirements for Plan Review and Plan Approval. Such fees shall be held by the Town in a separate account and used only for expenses associated with the review of the application by outside consultants, including, but not limited to, attorneys, engineers, urban designers, housing consultants, planners, and others. Any surplus remaining after the completion of such review, including any interest accrued, shall be returned to the Applicant.

8.7.12 Decision

1. *Waivers.* Except where expressly prohibited herein, upon the request of the Applicant the Plan Approval Authority may waive dimensional and other requirements of Section 8.7, including the Design Standards, in the interests of design flexibility and overall project quality, and upon a finding of consistency of such variation with the overall purpose and objectives of the RRBOD, or if it finds that such waiver will allow the Project to achieve the density, affordability, mix of uses, and/or physical character allowable under this Section.

ANNUAL TOWN MEETING – APRIL 27, 28, 2011

2. *Plan Review.* An Application for Plan Approval shall be reviewed for consistency with the purpose and intent of this Section, and such Plan Review shall be construed as an as-of-right review and approval process as required by and in accordance with this Section 8.7.

3. *Plan Approval.* Plan Approval shall be granted by a simple majority where the PAA finds that:

- a. The Applicant has submitted the required fees and information as set forth herein or in the applicable PAA rules and regulations; and
- b. The proposed Project and site plan meet the requirements and standards set forth this Section 8.7, the applicable Design Standards and the PAA's rules and regulations, or a waiver has been granted therefrom;
- c. Extraordinary adverse potential impacts of the Project on nearby properties have been adequately mitigated by means of suitable conditions. The PAA may attach conditions to the Plan Approval decision that are necessary to insure substantial compliance with this Section or to mitigate any extraordinary adverse impacts of the Project on nearby properties; and
- d. For a Project subject to the Affordability requirements of this Section, written confirmation has been provided by the Monitoring Agent that all requirements of this Section have been satisfied,

4. *Plan Disapproval.* A site plan may be disapproved only where the PAA finds that:

- a. The Applicant has not submitted the required fees and information as set forth herein; or
- b. The Project and site plan do not meet the requirements and standards set forth this Section 8.7, or a waiver has not been granted therefrom; or
- c. It is not possible to adequately mitigate significant adverse project impacts on nearby properties by means of suitable conditions.

5. *Form of Decision.* All decisions of the PAA shall be by a majority vote of the members present and voting. The PAA shall issue to the Applicant a copy of its decision containing the name and address of the owner, identifying the land affected, and the plans that were the subject of the decision, and certifying that a copy of the decision has been filed with the Town Clerk and that all plans referred to in the decision are on file with the PAA. If twenty (20) days have elapsed after the decision has been filed in the office of the Town Clerk without an appeal having been filed or if such appeal, having been filed, is dismissed or denied, the Town Clerk shall so certify on a copy of the decision. A copy of the decision shall be provided to the Inspector of Buildings. A copy of the decision or application bearing such certification shall be recorded in the Essex North District

Registry of Deeds and indexed in the grantor index under the name of the owner of record or recorded and noted on the owner's certificate of title. The fee for recording or registering shall be paid by the Applicant.

8.7.13 Change in Plans after Approval by PAA

1. *Minor Change.* After Plan Approval, an Applicant may be apply to make minor changes involving minor utility or building orientation adjustments, or minor adjustments to parking or other site details that do not affect the overall buildout or building envelope of the site, or provision of open space, or number of housing units. Such minor changes must be submitted to the PAA on redlined prints of the approved plan, reflecting the proposed change, and on application forms provided by the PAA. The PAA may authorize such changes at any regularly scheduled meeting, without the need to hold a public hearing. The PAA shall set forth any decision to approve or deny such minor change by motion and written decision, and provide a copy to the Applicant for filing with the Town Clerk. A copy of the decision shall be provided to the Inspector of Buildings and recorded in the Essex North District Registry of Deeds.

2. *Major Change.* Those changes deemed by the PAA to constitute a major change because of the nature of the change in relation to the prior approved plan, or because such change cannot be appropriately characterized as a minor change as described above, shall be processed by the PAA as a new application for Plan Approval pursuant to this Section.

8.7.14 Enforcement; Appeal. The provisions of the RRBOD shall be administered and enforced by the Zoning Enforcement Officer, except as otherwise provided herein. Any appeal arising out of action by the PPA regarding an application for Plan Approval decision for a Project shall be governed by G.L. c. 40A, §17.

8.7.15 Severability. If any provision of this Section 8.7 is found to be invalid by a court of competent jurisdiction, the remainder of Section 8.7 shall remain in full force. The invalidity of any provision of this Section 8.7 shall not affect the validity of the remainder of the Town's Zoning By-Law.

APPENDIX

A. MAP OF THE RRBOD

And further that non-substantive changes to the numbering of this by-law be permitted in order that it be in compliance with the numbering format of the Andover Code of By-laws, or take any other action related thereto.

On petition of Mark E. Tully and others

Upon motion made and duly seconded it was VOTED by a Majority vote that Article 40 be WITHDRAWN from the Warrant.

ANNUAL TOWN MEETING – APRIL 27, 28, 2011

General Bylaw Amendment – Banners in the General Business District (P)

ARTICLE 41. To see if the Town will vote to amend Article XII, Section 44, Banners in the General Business District, by changing the wording in subsection (2) e.. from “A banner may only be hung from freestanding poles . . .” to “A banner may only hung from free-standing poles or between two buildings . . .”, or take any other action related thereto.

On petition of the Mark Spencer and others

Upon motion made and duly seconded it was VOTED by a Majority vote to amend Article XII Section 44 of the Town of Andover General Bylaws “Banners in the General Business District” by deleting the contents of subsection (2) e. thereof and replacing it with the following:

“e. A banner may only be hung from free standing poles or between two buildings as approved by the Board of Selectmen. The Selectmen shall determine the location of the banner.”

and further that non-substantive changes to the numbering of this by-law be permitted in order that it be in compliance with the numbering format of the Andover Code of By-laws.

Board of Selectmen Report: Approve

Planning Board Report: Approve

Water Distribution System Improvements

ARTICLE 42. To see if the Town will vote to raise by borrowing, or transfer from available funds or by any combination and appropriate the sum of \$500,000 for the purpose of paying costs of constructing, reconstructing or replacing water mains, including, but not limited to, all costs associated with land acquisition by eminent domain, or take any other action related thereto.

On request of the Department of Public Works

Upon motion made and duly seconded it was VOTED that \$500,000 is appropriated to pay costs of constructing, reconstructing or replacing water mains, including the payment of any and all costs incidental and related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow such amount under and pursuant to Chapter 44, Section 8(5) of the General Laws, or pursuant to any other enabling authority and to issue bonds and notes of the Town therefor.

VOTE: Declared more than a 2/3 Vote by the Moderator

A 2/3 vote required

Finance Committee Report: Approval

Board of Selectmen Report: Approval

ANNUAL TOWN MEETING – APRIL 27, 28, 2011

Water & Sewer Vehicles

ARTICLE 43. To see if the Town will vote to raise by taxation, borrowing, or transfer from available funds or by any combination and appropriate the sum of \$70,000 for the purpose of purchasing water and sewer vehicles, or to take any other action related thereto.

On request of the Department of Public Works

Upon motion made and duly seconded it was VOTED by a Majority vote to transfer the sum of \$35,000 from Water reserves and \$35,000 from Sewer reserves and appropriate \$70,000 for the purpose of purchasing vehicles for the water and sewer divisions.

Finance Committee Report: Approval

Board of Selectmen Report: Approval

WTP Variable Frequency Drive Pump

ARTICLE 44. To see if the Town will vote to raise by borrowing, or transfer from available funds or by any combination and appropriate the sum of \$500,000 for the purpose of paying costs of acquiring and installing a Variable Frequency Drive Pump at the Water Treatment Plant, or take any other action related thereto.

On request of the Department of Public Works

Upon motion made and duly seconded it was VOTED that the sum of \$499,099.95 is appropriated to pay costs of replacing a Variable Frequency Drive Pump at the Water Treatment Plant, including the payment of any and all costs incidental and related thereto, and that to meet this appropriation the town transfer the sum of \$59,099.95 from the following town meeting articles:

Article 34, 2005 Water Plant Improvements	\$1,657.66
Article 41, 2005 Fish Brook Pumping Station	\$16,173.89
Article 55, 2005 Salt Study	\$756.88
Article 35, 2007 Water Vehicle Replacement	\$164.65
Article 54, 2007 Salt Balance Study	\$14,576.42
Article 12, 2008 Fish Brook Pumping Station	<u>\$25,770.45</u>
	\$59,099.95

and, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow the sum of \$440,000 under and pursuant to Chapter 44, Section 8(7C) of the General Laws, or pursuant to any other enabling authority and to issue bonds and notes of the Town therefor.

VOTE: Declared more than a 2/3 Vote by the Moderator **A 2/3 vote required**

Finance Committee Report: Approval

Board of Selectmen Report: Approval

ANNUAL TOWN MEETING – APRIL 27, 28, 2011

Acceptance of Ch. 131, Section 27 & 28 of the Acts of 2010,

ARTICLE 45. To see if the Town will vote to accept the provisions of Chapter 131, Sections 27 and 28, of the Acts of 2010 to amend Massachusetts General Laws, Chapter 32, Section 101, to increase the benefit provided therein to \$9,000.00 per year, or take any other action related thereto.

On request of the Andover Retirement Board

Upon motion duly made and seconded it was VOTED by a Majority vote to accept the provisions of Chapter 131, Sections 27 and 28, of the Acts of 2010 to amend Massachusetts General Laws, Chapter 32, Section 101, to increase the benefit provided therein to \$9,000 per year.

Finance Committee Report: Approval

Board of Selectmen Report: Approval

General Bylaw Amendment – Bow Hunting Ban (P)

ARTICLE 46. To see if the Town will vote to add a new Section 8 to the General Miscellaneous By-law as follows:

“Section 8: No person shall discharge or release an arrow from a bow or crossbow, or hunt or trap on any public property in the Town of Andover; provided, however, that the provisions of this By-law shall not apply to a law enforcement official in the performance of his or her duties, not a class in archery instruction or competition, nor the lawful defense of the person, family, or property of any citizen, nor when discharge has been specifically authorized by the Commonwealth on State-owned property. The Town of Andover shall post notices summarizing the contents of this By-law at selected entrances to Town conservation land in a manner that the Conservation Commission determines to be appropriate to carry out this By-law’s provisions.”

or take any other action related thereto.

On petition of Deborah Day Cummings and others

It was duly moved and seconded to amend the Town of Andover Code of Bylaws, Article XII Miscellaneous Bylaws, by adding the following paragraph to Section 7 “Hunting”:

“No person shall discharge or release an arrow from a bow or crossbow, or hunt on any public property in the Town of Andover; provided, however, that the provisions of this By-law shall not apply to a law enforcement official in the performance of his or her duties, nor a class in archery instruction or competition, nor the lawful defense of the person, family, or property of any citizen, nor when discharge has been specifically authorized by the Commonwealth on State-owned property. The Town of Andover shall post notices summarizing the contents of this By-law at selected entrances to Town conservation land in a manner that the Conservation Commission determines to be appropriate to carry out this By-law’s provisions.”

ANNUAL TOWN MEETING – APRIL 27, 28, 2011

and further that non-substantive changes to the numbering of this by-law be permitted in order that it be in compliance with the numbering format of the Andover Code of By-laws.

The Moderator declared on a hand count that those opposed to the motion clearly outnumbered those in favor. The Moderator declared that the motion was DEFEATED.

Finance Committee Report: Disapproval
Board of Selectmen Report: Disapproval
Conservation Commission: Disapproval
Health Department: Disapproval

Zoning By-law Amendment – Political Signs

ARTICLE 47. To see if the Town will vote to amend Article VIII, the Zoning By-law, by deleting the contents of Section 5.2.7.1.d and replacing it with “Except for political signs in Section 5.2.7.2.c below, temporary signs may be installed or in place for a period not to exceed thirty (30) days unless otherwise specified in this Bylaw” and further that non-substantive changes to the numbering of this by-law be permitted in order that it be in compliance with the numbering format of the Andover Code of By-laws, or take any other action related thereto.

On request of the Planning Department

Upon motion duly made and seconded it was VOTED to approve the Zoning By-law Amendment – Political Signs as printed in Article 47 of the Warrant, and further that non-substantive changes to the numbering of this by-law be permitted in order that it be in compliance with the numbering format of the Andover Code of By-laws.

VOTE: Declared more than a 2/3 Vote by the Moderator A 2/3 vote required

Board of Selectmen Report: Approval
Planning Board: Approval

On motion of Town Counsel, Thomas Urbelis, duly made and seconded it was voted by a Majority vote to dissolve the Annual Town Meeting at 9:11 P.M.

A true record
A T T E S T

Lawrence J. Murphy
Town Clerk

SPECIAL TOWN MEETING – DECEMBER 5, 2011

<u>WARRANT ARTICLE NUMBER & DESCRIPTION</u>	<u>ACTION TAKEN</u>	<u>ATTY. GENERAL APPROVED</u>
1. Form for Submitting Warrant Articles and Petitions	Approval	December 9, 2011 Posted Dec. 14, 2011
2. Bancroft Elementary School Project – Acquisition of Four Temporary Easements for the Construction of West Knoll Road	Approval Amended	
3. Andover Youth Center Appropriation	Approval	
4. Andover Youth Center – Transfer of Land	Approval	
5. Blanchard Street Soccer and Baseball Fields	Approval	
6. Supplemental Budget Appropriation	Approval	
7. Stabilization Fund	Withdrawn	
8. Funding OPEB Trust Fund	Withdrawn	

SPECIAL TOWN MEETING WARRANT – December 5, 2011

Agreeably to a warrant signed by the Selectmen, on November 7, 2011, notifying and warning the Inhabitants of said Town who are qualified to vote in the Town Affairs to meet and assemble in the J. Everett Collins Center at Andover High School, Shawsheen Road, in said Andover, on

Monday December 5, 2011

at seven o'clock P.M. to act upon the following articles:

Pursuant to the foregoing Warrant, I, the subscriber, one of the Constables of the Town of Andover, have notified the Inhabitants of said Town to meet at the time and place and for the purposes stated in said Warrant, by posting a true and attested copy of the same on the Town Hall, on each schoolhouse, and in no less than five other public places where bills and notices are usually posted and by publication in the Andover Townsman. Said Warrants have been posted and published fourteen days.

November 15, 2011

Ronald Bertheim, Constable

SPECIAL TOWN MEETING

December 5, 2011

The checklists were used at the entrance and showed two thousand and thirty seven (2,037) voters were admitted to the meeting.

The meeting was called to order at 7:56 P.M. by Sheila M. Doherty, Moderator. Due to heavy voter turnout the call to order was delayed while arrangements were made for seating voters. Voters were seated on the stage of the J. Everett Collins Center behind the Moderator and Town officials as well as in the orchestra well in front of the stage. Overflow seating was provided in the Andover High School cafeteria. Video and audio feeds to the cafeteria were provided in the cafeteria so that voters in the cafeteria could hear and see the proceedings in the Center. Robert Hughes of 5 Durham Drive was appointed by the Moderator to preside in the cafeteria. A microphone was provided for communication with the J. Everett Collins Center. Voters in the cafeteria were able to ask questions and address all of the Town Meeting members.

The Invocation was given by the Moderator

The Pledge of Allegiance to the Flag was led by Brian P. Major, Chairman of the Board of Selectmen.

Andover High School student Emily Wivell of 11 Chandler Circle sang the National Anthem.

The Moderator announced various house keeping issues to the meeting members, including turning off cell phones, and that no smoking, food or drink is permitted, except for water.

Upon motion made and duly seconded, it was VOTED by unanimous consent to dispense with the return of service and that the Moderator refer to the warrant articles by number and subject matter.

The Moderator announced the seating sections, introduced the stage participants and announced the locations of microphones for pro and con positions.

The Moderator explained the role of the Ombudsman, Christopher Vrontas, Esq., and reminded voters that the Ombudsman would help them with questions on Town Meeting procedures and amendments to articles.

The Moderator took a vote of the meeting members to limit presentations to five minutes and speakers to three minutes. The vote passed by a Majority vote.

The Moderator announced that meeting members must be seated to be counted and they must have their voting stickers visible.

The Moderator discussed motions to move the question and the procedure for motions to amend a main motion.

The Moderator then took up the Warrant Articles in order.

Form for Submitting Warrant Articles and Petitions

ARTICLE 1. To see if the Town will vote to amend Article II of the Town By-laws by adding the following Section:

12. All petitions to call a Special Town Meeting or to insert a subject in the Warrant for any Annual or Special Town Meeting shall be submitted on a form meeting the following requirements:

- (a) The subject to be inserted in the Warrant shall be prepared by the petitioner(s) and shall appear on the front page of each petition. If space is insufficient the text shall begin on the front page of each petition and be continued on additional pages to be attached to each petition before signatures are gathered.
- (b) Each petition shall include boxes for the gathering of signatures, with residence, street and number, of registered voters of the Town of Andover on the front and/or the back of the petition. Separate signature pages shall not be accepted for filing, nor shall they be stapled or otherwise attached to a petition. All signatures submitted for certification must appear on the petition with the text of the subject to be inserted in the Warrant. The petitioner(s) may submit as many petitions as necessary to meet the required number of signatures.
- (c) The Town Clerk shall prepare and make available to the public petition forms meeting the minimum requirements of this bylaw.

And further that non-substantive changes to the numbering of this By-law be permitted in order that it be in compliance with the numbering format of the Andover Code of By-laws, or take any other action related thereto.

On request of the Town Clerk

Upon motion made and duly seconded it was VOTED by a Majority vote to approve Article 1 as printed in the Warrant.

Selectmen: Recommend Approval

Bancroft Elementary School Project – Acquisition of Four Temporary Easements for the Construction of West Knoll Road

ARTICLE 2. To see if the Town will vote to authorize the Selectmen to acquire by purchase, gift or eminent domain temporary construction easements for the purpose of construction of improvements to West Knoll Road and installation of utilities for the Bancroft Elementary School Construction Project, on terms and conditions deemed by the Board of Selectmen to be in the best interests of the Town, on property located at West Knoll Road as shown on a plan titled “Easement Plan of Land in Andover, Massachusetts, West Knoll Road, Scale 1” = 40’, Date: October 25, 2011,” drawn by Dana F. Perkins, Inc., Consulting Engineers & Land Surveyors,

Tewksbury, Massachusetts 01876, on file with the Town Clerk's Office, which easements are more particularly described as follows:

Easement shown on said Plan as "Temporary Construction Easement #1 – Variable Width Area = 1,893 sf ±" on land now or formerly of Thomas M. & Donna D. Garesche, 14 West Knoll Road, Map: 59, Lot: 10A; Easement shown on said Plan as "Temporary Construction Easement #2 – Variable Width Area = 4,438 sf ±" on land now or formerly of Jill A. Langston Nominee Trust No. 1, 16 West Knoll Road, Map: 59, Lot: 10; Easement shown on said Plan as Temporary Construction Easement #3 – Variable Width Area = 4,186 sf ±" on land now or formerly of H. Hammond Barnes & Jane F. Cross, 17 West Knoll Road, Map: 60, Lot: 4; and Easement shown on said Plan as "Temporary Construction Easement #4 – Variable Width Area = 2,985 sf ±" on land now or formerly of Robert M. & Joan B. Saunders, 15 West Knoll Road, Map: 60, Lot: 1, prepared for Town of Andover,

and to appropriate funds and pay the owners of said property for said temporary easements, or take any other action related thereto.

On request of the School Building Committee

Upon motion made and duly seconded it was moved that the Town vote to approve Article 2 as printed in the Warrant with the deletion of the words "and to appropriate funds and pay the owners of said property for said temporary easements, or take any other action related thereto."

Suzanne Kendrick, 8 Forbes Lane, moved to amend the main motion to state that once the Selectmen have obtained these temporary easements, they shall have no longer than two years to complete the work before the easements lapse. The motion was duly seconded.

On a standing count the Moderator declared that the motion to amend the main motion passed by a vote of 890 in favor to 673 opposed.

The Moderator then took up the main motion as amended

**VOTE on amended main motion: Declared more than a 2/3 Vote by the Moderator
A 2/3 vote required**

Selectmen: Recommend Approval
Finance Committee: Recommend Approval
School Committee: Recommend Approval

Andover Youth Center Appropriation

ARTICLE 3. To see if the Town will vote to appropriate and borrow or transfer from available funds the sum of Two Million Dollars (\$2,000,000) to pay costs of designing, constructing and furnishing a Youth Center (approximately 20,000 square feet), including the payment of costs of a related parking area and all other costs incidental and related thereto (the "Project") behind the Doherty Middle School on Bartlet Street provided that the Selectmen have received at least Two

SPECIAL TOWN MEETING – DECEMBER 5, 2011

Million Two Hundred Thousand Dollars (\$2,200,000) as a grant from the Andover Youth Foundation to pay costs of the Project on terms and conditions the Selectmen deem to be in best interests of the Town, or take any other action related thereto.

On petition of Diane Costagliola and others

Upon motion made and duly seconded it was moved that the sum of Two Million Dollars (\$2,000,000) is appropriated to pay costs of designing, constructing and furnishing a youth center (approximately 20,000 square feet), including the payment of costs of a related parking area and all other costs incidental or related thereto (the "Project") behind the Doherty Middle School on Bartlet Street provided that the Selectmen have received at least Two Million Two Hundred Thousand Dollars (\$2,200,000) as a grant from the Andover Youth Foundation to pay costs of the Project on terms and conditions the Selectmen deem to be in the best interests of the Town, and that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow \$2,000,000 under and pursuant to Chapter 44, Section 7(3) of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor.

Donal Coleman, 91 High Street, moved for a secret ballot. The motion was duly seconded. The Moderator called for a show of hands of all those in favor. Fifteen voters raised their hands. The Moderator declared the motion failed for failure to gain the necessary votes of 25% of the meeting members.

The Moderator then took up the main motion.

VOTE: On a standing count the Moderator declared the main motion passed by a vote of 1,422 in favor to 401 opposed. A 2/3 vote required

Selectmen: Recommend Approval
Finance Committee: Recommend Approval
Planning Board: Recommend Approval
School Committee: Recommend Approval
Council on Aging: Recommend Disapproval

Andover Youth Center – Transfer of Land

ARTICLE 4. To see if the Town will vote to transfer the care, custody, control and management of a parcel of land containing approximately 36,400 square feet more or less as shown on a plan entitled "Plan Showing Proposed Youth Center" scale 1" = 40', dated November 14, 2006 to the Board of Selectmen for municipal purposes, said plan being on file in the office of the Town Clerk, and if a Youth Center is not built on said property then the land shall revert back to the School Committee with the purpose of this vote being to delete and correct the scrivener's error referencing "Parcel A" in the vote on Article 24 of the 2007 Annual Town Meeting, or take any other action related thereto.

On request of the Town Manager

Upon motion made and duly seconded it was VOTED to approve Article 4 as printed in the Warrant.

VOTE: Declared more than a 2/3 Vote by the Moderator A 2/3 vote required

Selectmen: Recommend Approval
Planning Board: Recommend Approval
School Committee: Recommend Approval

Blanchard Street Soccer and Baseball Fields

ARTICLE 5. To see if the Town will authorize the Selectmen to accept gifts and grants and to enter into leases relating to the baseball and soccer fields to be constructed at the Town property on Blanchard Street all on terms and conditions the Selectmen determine to be in the best interest of the Town, or take any other action related thereto.

On request of the Town Manager

Upon motion made and duly seconded it was VOTED to approve Article 5 as printed in the Warrant.

VOTE: Declared more than a 2/3 Vote by the Moderator A 2/3 vote required

Selectmen: Recommend Approval
Finance Committee: Recommend Approval

Supplemental Budget Appropriation

ARTICLE 6. To see if the Town will vote to appropriate a sum of money from taxation or available funds to supplement appropriations voted at the April 2011 Annual Town meeting, or take any other action related thereto.

On request of the Finance Director

Upon motion made and duly seconded it was VOTED by a Majority vote to appropriate the sum of \$500,000 from taxation to the Reserve Fund.

Selectmen: Recommend Approval
Finance Committee: Recommend Approval

Stabilization Fund

ARTICLE 7. To see if the Town will vote to appropriate a sum of money from taxation or available funds to the Stabilization Fund in accordance with MGL Chapter 40, Section 5B, as

SPECIAL TOWN MEETING – DECEMBER 5, 2011

amended by Chapter 46, Sections 14 and 50 of the Acts of 2003, for the purpose of funding future one-time or unforeseen costs of the Town, or take any other action related thereto.

On request of the Finance Director

Upon motion made and duly seconded it was VOTED by a Majority vote that Article 7 be WITHDRAWN from the Warrant.

Funding OPEB Trust Fund

ARTICLE 8. To see if the Town will vote to appropriate a sum of money from taxation or available funds to the Other Post Employment Benefit Trust Fund established under the provisions of Chapter 479 of the Acts of 2008, or take any other action related thereto.

On request of the Finance Director

Upon motion made and duly seconded it was VOTED by a Majority vote that Article 8 be WITHDRAWN from the Warrant.

Upon motion made by Town Counsel Thomas Urbelis and duly seconded it was voted by a Majority vote to dissolve the Special Town Meeting at 9:55 P.M.

A true record

A T T E S T

Lawrence J. Murphy
Town Clerk

